

# City General Insurance Company Limited

Head Office: 27, Dilkusha C/A, Dhaka.1000 | web: [www.cityinsurance.com.bd](http://www.cityinsurance.com.bd)

## Notice of the 27<sup>th</sup> Annual General Meeting (Virtual AGM)

Notice is hereby given that the 27<sup>th</sup> Annual General Meeting of the Shareholders of City General Insurance Company Limited will be held on **Thursday, 30 March 2023 at 02.30 p.m.** The AGM will be held Virtually by using Digital platform through the following link: <https://cityinsurance.bdvirtualagm.com> to transact the following business:

### AGENDA:

1. To receive, consider and adopt the Directors Report and the Audited Financial Statements for the year ended 31 December 2022 together with the Auditors report thereon.
2. To approve Cash Dividend as recommended by the Board of Directors.
3. To appoint the Statutory Auditors for the year 2023 and to fix their remuneration.
4. To elect Directors in place of retiring Directors.
5. To appoint Corporate Governance Compliance Auditors for the year 2023 and to fix their remuneration.

By order of the Board,

Sd/-

**(Md. Hasan Khan)**

Addl. Managing Director &  
Company Secretary

Date: March 06, 2023

### Notes:

1. Tuesday, 07 March 2023 is the Record Date. The members whose name will appear in the members Register of the company as on the Record Date will be eligible to participate in the Annual General Meeting and qualify for Dividend.
2. Shareholders entitled to participate and vote at this virtual AGM may appoint a proxy to participate and vote. The 'Proxy Form', dully filled, signed and stamped at BDT 20/- must be sent through email to [cs@cityinsurance.com.bd](mailto:cs@cityinsurance.com.bd) not later than 48 hours before commencement of the AGM.
3. Pursuant to the Bangladesh Securities and Exchange Commission's letter No. SEC/SRMIC/94-231/91 dated 31 March 2021, the AGM will be virtual meeting of the Shareholders, which will be conducted via live webcast by using digital platform.
4. Shareholders are requested to login to the system well ahead of the meeting at appointed time (2.30 p.m.) for the AGM on March 30, 2023. For any IT related guidance and help with the login process, the respected members may contact at + 8801711660670.
5. The online (Real time) or e-Voting option shall be opened before 24 hours prior to start of general meeting.
6. Pursuant to the Bangladesh Securities and Exchange Commission (BSEC) Notification No. BSEC/CMRRCD/2006-158/208/Admin/81 dated 20 June 2018 the soft copy of the Annual Report 2022 will sent within stipulated time to the email addresses of the Shareholders available in their Beneficial Owner (BO) accounts maintained with the Depository. The Soft copy of the Annual Report 2022 will be available in the website of the company at [www.cityinsurance.com.bd](http://www.cityinsurance.com.bd)
7. Shareholders are requested to update their Bank Account number, E-mail ID, Mobile number through their respective Depository Participants (DP).
8. The Shareholders will be able to submit their questions/comments electronically to [cs@cityinsurance.com.bd](mailto:cs@cityinsurance.com.bd) 24 hours before the AGM.
9. No gift or benefit in cash or kind shall be paid/offered to the shareholders in the 27<sup>th</sup> AGM as per BSEC Circular No. SEC/CMRRCD/2009-193/154 dated 24.10.2013.