

City General Insurance Company Limited

Head Office: 27, Dilkusha C/A, Dhaka.1000 | web: www.cityinsurance.com.bd

24th Annual General Meeting Notice (Virtual AGM)

Notice is hereby given that the 24th Annual General Meeting of the Shareholders of City General Insurance Company Limited will be held on **Wednesday, September 16, 2020 at 11.00 a.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 2019 together with the Auditors report thereon;
2. To approve Cash Dividend as recommended by the Board of Directors;
3. To appoint the auditors for the year 2020 and to fix their remuneration;
4. To elect Directors in place of retiring Directors;
5. To appoint auditor for Corporate Governance Compliance audit for the year 2020 and to fix their remuneration.

By order of the Board,

Sd/-

(Md. Hasan Khan)

Dy. Managing Director &
Company Secretary

Date: August 31, 2020

Notes:

1. Shareholders whose names appear in CDS/Company's Register on the Record Date **06/08/2020 (Thursday)** will be eligible to attend 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 not later than 48 hours before commencement of the AGM.
3. Pursuant to the Bangladesh Securities and Exchange Commission's Order No. SEC/SRMRC/04-231/25 dated 08 July 2020, 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 log in to the system well ahead of the meeting at appointed time for the AGM on Wednesday, September 16, 2020. For any IT related guidance and help with the login process the respected members may contact at + 8801711660670.
5. 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 2019 (Link) has already been sent 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 2019 is also available in the website of the company at www.cityinsurance.com.bd
6. The Shareholders will be able to submit their questions/comments electronically to cs@cityinsurance.com.bd 72 hours before the AGM.
7. No gift or benefit in cash or kind shall be paid/offered to the shareholders in the 24th AGM as per BSEC Circular No. SEC/CNRRCD/2006-193/154 dated 24.10.2013.