



1. The “**Record Date**” was May 19, 2022 in compliance with the Regulation 23 of both DSE & CSE Listing Regulations, 2015. The valued shareholders whose names were appeared in the Depository Register as members of the Company on the “Record Date” would be eligible to participate & vote in the Annual General Meeting and be entitled to Dividend if approved by the shareholders.
2. A Member eligible to participate and vote in the Annual General Meeting may appoint a Proxy to participate and vote on his/her behalf. The Proxy Form, duly completed and stamped with a Revenue Stamp for Tk.20/-, must be deposited at the Registered Office of the Company at least 48 hours before the time fixed for the meeting.
3. As per BSEC Letter No. SEC/SRMIC/94-231/91, dated 31 March 2021, the imminent 23<sup>rd</sup> AGM of the Company shall be conducted through **Digital Platform**.
4. The members are requested to participate 01 (one) hour (BD time) before commencement of the AGM by using the link **<https://fsibl.virtualagm2022.com>**. In case of logging into the system, the members need to put their **16 digits BO ID number as user name** and **number of shares as password** (based on record date data) to prove their identity.
5. The link of virtual AGM and detail procedures to participate in the AGM shall also be notified to the valued shareholders’ email address and contact number in due course and these will also be available on Bank’s website at **[www.fsiblb.com](http://www.fsiblb.com)**.
6. The shareholders are requested to update their respective BO accounts with mailing address, email address, contact number, bank details and 12 digits Taxpayer Identification Number (TIN) through Depository Participant.
7. As per Bangladesh Securities and Exchange Commission’s notification No. BSEC/CMRRCD/2006-158/208/Admin/81, dated 20 June 2018, soft copy of the Annual Report-2021 along with the Attendance/Participation Slip, Proxy Form and the Notice will be forwarded to all the Members at their respective email address available with us as per CDBL record. The Annual Report-2021, Notice and Proxy Form are available in the company’s website at **[www.fsiblb.com](http://www.fsiblb.com)**.
8. In compliance with the Bangladesh Securities and Exchange Commission’s Circular No. SEC/CMRRCD/2009-193/154, dated 24 October 2013 and listing regulations of Stock Exchanges, **No Gift/Gift Coupon/Food Box shall be distributed at the ensuing 23<sup>rd</sup> AGM.**