

NOTICE OF THE 19TH ANNUAL GENERAL MEETING



Corporate HQ
2/F HRC Bhaban, 46 Kawran Bazar C.A., Dhaka-1215

Notice is hereby given to all Members of ONE Bank Limited (the "Company") that the 19th Annual General Meeting of the Members of the Company will be held on Thursday, May 31, 2018 at 11:00 a.m. at Police Convention Hall, Eskaton Garden Road, Ramna, Dhaka-1000 to transact the following business and adopt necessary resolutions:

AGENDA

1. To confirm the Minutes of the 18th Annual General Meeting held on May 11, 2017.
2. To receive, consider and adopt the Profit & Loss Accounts of the Company for the year ended December 31, 2017 and the Balance Sheet as at that date together with the Reports of the Directors and the Auditors thereon.
3. To approve Dividend out of the Profits for the year ended December 31, 2017.
4. To elect Directors in place of those who shall retire in accordance with the provisions of Law and the Articles of Association of the Company.
5. To appoint Auditors of the Company for the term until the conclusion of the next Annual General Meeting and to fix their remuneration.
6. To transact any other business with permission of the Chair.

By order of the Board,

Dhaka
April 15, 2018

John Sarkar
ADMD & Company Secretary

NOTES:

- a. The 'Record Date' shall be **May 10, 2018**.
- b. The Shareholders whose names appear in the Register of Members of the Company as at the close of the business on **May 10, 2018** will only be entitled to the Dividend, if any, declared in the AGM.
- c. Any Member of the Company entitled to attend and vote at the General Meeting may appoint a proxy to attend and vote on his/her behalf.
- d. The instrument appointing proxy duly signed by the Member and stamped of BDT 20.00 must be submitted at the Registered Office of the Company at least 48 hours before the Meeting.
- e. Members are requested to update their Bank Account Numbers, Addresses, Cell Numbers through their respective BO Account with **12 digit Taxpayer's Identification Number (e-TIN)** through their respective Depository Participants (DP) before the **"Record Date."** If anyone fails to update e-TIN in BO Account before the 'Record Date', disbursement of respective dividend will be subject to deduction of Advance Income Tax (AIT) @ 15% Instead of @ 10% (individual) as per amended IT Ordinance # XXXVI of 1984 under Section 54.
- f. The concerned Brokerage Houses are requested to provide us with a statement with the details (Shareholders' names, BO ID numbers, individual shareholding position, Gross Dividend receivable, applicable Tax Rate and Net Dividend receivable) of their margin Loan holders who holds OBL shares, as on the **'Record Date'** along with the name of the contact person in this connection to the **ONE Bank Share Department** on or before May 20, 2018. The Brokerage Houses are also requested to provide us with their Bank Names, Bank Account Names & Numbers, routing numbers etc.
- g. The Registration Counter shall be opened at 9:00 a.m. and will close sharp at 10:45 a.m. All shareholders should please take their seats by 11:00 a.m. Thereafter no new entry shall be allowed and recorded to enter into the AGM venue.

N.B. No benefits or gifts in cash or kind shall be given to the shareholders for attending the 19th Annual General Meeting as per Bangladesh Securities and Exchange Commission's Circular No. SEC/CMRRCD/2009-193/154 dated October 24, 2013.