

# NOTICE OF THE 25<sup>TH</sup> ANNUAL GENERAL MEETING



Corporate HQ

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

Notice is hereby given to all Shareholders of ONE Bank PLC (the "Company") that the 25<sup>th</sup> Annual General Meeting (AGM) of the Shareholders of the Company will be held on **Thursday, July 25, 2024** from 11:00 a.m. through hybrid system in combination of physical presence at Lakeshore Grand, House No. 46, Road No. 41, Gulshan 2, Dhaka-1212 and also Virtually by using Digital Platform through the link <https://obplc.bdvirtualagm.com> to transact the following business and adopt necessary resolutions:

## AGENDA

1. To receive, consider and adopt the Profit & Loss Accounts of the Company for the year ended December 31, 2023 and the Balance Sheet as at that date together with the Reports of the Directors and the Auditors thereon.
2. To approve Dividend out of the Profits for the year ended December 31, 2023.
3. To elect Directors in accordance with the provisions of Law and the Articles of Association of the Company.
4. To appoint Auditors of the Company for the term until the conclusion of the next Annual General Meeting and fix their remuneration.
5. To appoint Corporate Governance Compliance Auditors of the Company for the term until the conclusion of the next Annual General Meeting and fix their remuneration.

By order of the Board of Directors,

A handwritten signature in black ink, appearing to read 'John Sarkar'.

**John Sarkar**

DMD & Company Secretary

Dhaka  
April 29, 2024

## NOTES:

- a. The 'Record Date' shall be **May 26, 2024**.
- b. The Shareholders, whose names appear in the Register of Shareholders of the Company as at the close of business on **May 26, 2024** only will be entitled to the Dividend, if any, declared in the AGM.
- c. The Board of Directors has recommended 3.50% Cash and 3.50% Stock Dividends for the year 2023.
- d. Any Shareholder of the Company entitled to attend and vote at the General Meeting may appoint a proxy to attend and vote on his/her behalf.
- e. The instrument appointing proxy duly signed by the Shareholder and stamped of BDT 20.00 must be submitted at the Registered Office of the Company at least 48 hours before the Meeting.
- f. Directors' report and Audited Financial Statements of the Bank for the year ended December 31, 2023 together with the Auditors' Report thereon shall be available on the Bank's website [www.onebank.com.bd](http://www.onebank.com.bd) from July 3, 2024 onwards.
- g. Shareholders are requested to update their Bank Account Numbers, Addresses, Cell Numbers through their respective BO Accounts 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 Dividends will be subject to deduction of Advance Income Tax (AIT) as per Income Tax Act, 2023.
- h. The concerned Brokerage Houses are requested to provide us with a statement containing the details (Shareholders' names, BO ID numbers, individual shareholding position, Gross Dividend receivable, applicable Tax Rate, and Net Dividend receivable) of their margin Loan Accounts created against shareholding including OBPLC shares, as on the 'Record Date' along with the name of the contact person in this connection to the **ONE Bank Share Department** or at [share@onebank.com.bd](mailto:share@onebank.com.bd) on or before **May 30, 2024**. The Brokerage Houses are also requested to provide us with their Bank Names, Bank Account Names & Numbers, routing numbers etc.
- i. The Shareholders will be able to submit their questions/comments and also vote electronically within 24 (twenty four) hours prior to the commencement of the AGM through the AGM link and also during the AGM.
- J. E-Voting against the Agenda of AGM will be held through the AGM link. For login into the system the shareholders need to click on the link and provide their 16 digit Beneficiary Owner (BO) account number or Folio number, name of shareholders, their number of shares. Shareholders are requested to login to the system prior to the Meeting to be held from 11.00 a.m. on Thursday, July 25, 2024. The live webcast will start at 10.55 a.m.

**For any IT related guidance and help regarding the login process, the respected Shareholders may contact +880255012505 Ext: 251, 252,253 or visit [www.onebank.com.bd](http://www.onebank.com.bd)**

**N.B. No benefits or gifts in cash or kind shall be given to the shareholders for attending the 25<sup>th</sup> Annual General Meeting (Re: Bangladesh Securities and Exchange Commission's Circular No. SEC/CMRRC/2009-193/154 dated October 24, 2013).**