

NOTICE OF THE 27th ANNUAL GENERAL MEETING (AGM)

Notice is hereby given that the 27th Annual General Meeting (AGM) of the Shareholders of Al-Arafah Islami Bank Limited will be held on Thursday, August 11, 2022 at 11.30 a.m. virtually by using digital platform through the link <https://aibl.bdvirtualagm.com> (in pursuance with Bangladesh Securities and Exchange Commission's Circular No. SEC/SRMIC/94-231/91 dated 31 March, 2021) to transact the following businesses and to adopt necessary resolutions :

AGENDA

Ordinary:

1. To receive, consider and adopt the Audited Financial Statements of the Company for the year ended December 31, 2021 along with the Reports of the Directors and the Auditors thereon.
2. To approve Dividend for the year ended December 31, 2021 as recommended by the Board of Directors
3. To appoint External Auditors of the Company for the term until the conclusion of the next Annual General Meeting and to fix their remuneration.
4. To appoint Certification Auditor of the Company as per Corporate Governance Code-2018 for the year 2022 and to fix their remuneration.
5. To re-elect of Directors under rotation.
6. To appoint Mr. Nasir Uddin as Nominee Director of China Builders and Machineries.
7. To appoint Mr. Anwar Hossain as Director of AIBL
8. Miscellaneous

All Hon'ble Shareholders of the company are requested to make it convenient to join the meeting in time through the link <https://aibl.bdvirtualagm.com>

Date: Dhaka
June 06, 2022

By order of the Board



(Md. Mahmudur Rahman)
DMD & Company Secretary
Phone: 44850027

NOTES:

- (1) Shareholders whose names appear in the Register of members as at the close of business on the "Record Date" i.e. June 8, 2022 will be eligible to join the Annual General Meeting (AGM) and entitled to the dividend, as approved.
- (2) A member will be eligible to join and vote at this virtual AGM may appoint a proxy to attend and vote on his/her behalf. Proxy Form duly stamped must be submitted at the Registered Office of the Company not later than 48 hours before the time of holding the meeting;
- (3) Pursuant to the Bangladesh Securities and Exchange Commission (BSEC) Notification No. BSEC/CMRRCD/2006-158/208/Admin/81 dated 20 June 2018. Link of the downloadable PDF copy of the Annual Report 2021 along with Notice, Proxy Form and Attendance will also be available in the company's web-site (www.aibl.com.bd) amongst others are to be send to respective Member's email address available in beneficiary owner (BO) account with the Depository Participant (DP).
- (4) Concerned Depository Participants (DP) / Stock Brokers are requested to provide us with a list of their margin loan holders who hold AIBL shares, as on record date with the details of Shareholders' name, BO ID, shareholding position, cash dividend receivable, tax rate etc. within July 31, 2022, along with the name of the contact person to the Share Department of the Company or at share@aibl.com.bd, otherwise dividends will be paid to bank accounts of the members whose name would appear on the 'Record Date'. The DP / Stock Brokers are requested to provide us with their Bank Account name & number, routing number etc. to mentioned email address for receiving the dividends of their margin loan holders.
- (5) The shareholders will join the virtual AGM through the link <https://aibl.bdvirtualagm.com> The shareholders will be able to submit their questions/comments electronically before 30 (thirty) hours of commencement of the AGM through this link and also during the Annual General Meeting. In order to login for the virtual AGM, the shareholders need to put their 16-digit Beneficial Owner (BO) Number or Folio and other credentials as a proof of their identity.
- (6) The Board has appointed Jasmin & Associates, Chartered Secretaries as Independent Scrutinizer as per BSEC Order No-BSEC/CMRRCD/2009-193/30 dated 17th November, 2021 to ensuring voting rights of the Shareholders.
- (7) We would like to request to our Hon'ble Shareholders to update their BO Accounts with mailing address, contact number, Bank details, e-mail address and E-Tin numbers (12 digits) with their respective DPs (Depository Participants) before Record Date
- (8) Shareholders are requested to login to the system prior to starting of the meeting at 11.30 am on 11 August 2022, Thursday. On-line (real time) or e-voting option shall be opened at least 30 (thirty) hours but not exceeding 72 (seventy two) hours prior to start of general meeting and shall remain open up to the closure of general meeting. Any IT related guidance and help with the login process the respected members may contact at +8802 4485005-20, (Ext-212-215) visit www.aibl.com.bd website.
- (9) No gift or benefit in cash or kind shall be paid/offered to the Shareholders in the 27th AGM as per BSEC Circular No. SEC/CMRRCD/2006-193/154 dated 24.10.2013