

**NOTICE OF THE TWENTY SECOND ANNUAL GENERAL MEETING
(VIRTUAL MEETING THROUGH DIGITAL PLATFORM)**

Notice is hereby given to all members of Bank Asia Limited ("the Company") that the 22nd Annual General Meeting (AGM) of the members of the Company will be held virtually by using digital platform through the following web-link <https://tinyurl.com/bankasiaagm2021> [in pursuant with Directive No. BSEC/CMRRCD/2009-193/08 dated March 10, 2021 and Letter No. SEC/SRMIC/94-231/91 dated March 31, 2021, both issued by Bangladesh Securities & Exchange Commission (BSEC)], on April 29, 2021 at 11 a.m. to transact the following businesses and to adopt necessary resolutions:

AGENDA

1. To receive, consider and adopt the Profit and Loss Account of the Company for the year ended on December 31, 2020, and the Balance Sheet as at that date together with the Reports of the Directors and the Auditors thereon.
2. To declare dividend out of the profits for the year ended on December 31, 2020.
3. To elect/reelect Directors in accordance with the provisions of law and the Articles of Association of the Company.
4. To confirm the appointment of independent director(s).
5. To appoint Statutory Auditor of the Company for the term until the conclusion of the next Annual General Meeting and to fix their remuneration.
6. To appoint Compliance Auditor as per Corporate Governance Code for the year 2021 and to fix their remuneration.
7. To transact any other business with the permission of the Chair.

By order of the Board

S. M. Anisuzzaman
Company SecretaryDated: Dhaka,
April 7, 2021**Notes:**

- a) The Record Date of the Company will be on April 8, 2021. Trading of the Company's shares in the Stock Exchanges will be suspended on the Record Date.
- b) The shareholders whose names will appear in the Register of Members of the Company as at the close of business on the Record Date, i.e., April 8, 2021, will be entitled to attend and vote at the AGM and to the dividend declared in the AGM, if any.
- c) In view of the Directive No. BSEC/CMRRCD/2009-193/08 dated March 10, 2021 and Letter No. SEC/SRMIC/94-231/91 dated March 31, 2021 of BSEC, the ensuing 22nd AGM of the Company would be conducted virtually through digital platform. Therefore, the shareholders are requested to attend the 22nd AGM through online live portal to avoid serious health risk due to the Coronavirus pandemic. The detailed procedures to attend the meeting will be communicated to the shareholders' email ID in due course and it will also be available on Company's website at 'www.bankasia-bd.com'.
- d) Shareholders may login to the system 24 hours before and during the meeting. For any guidance and help during the meeting, the members may contact the cell no. +8801711198680.
- e) Any member of the Company entitled to attend and vote at the AGM may appoint a proxy to attend and vote on his /her behalf. The proxy must be a member of the Company.
- f) The instrument appointing a proxy duly stamped and signed by the member must be submitted at the Registered Office of the Company or through email to 'ba.share@bankasia-bd.com' at least 48 (forty-eight) hours before the AGM. Proxy Form is enclosed.
- g) Election of Directors will be held in the vacant offices of Directors. Election schedule will be displayed in the notice board at the Registered Office in due course. Election rules will be available at the Registered Office of the Company and also on the Company's website at 'www.bankasia-bd.com'.
- h) The concerned Brokerage Houses are requested to provide us with a statement having details of margin loan holders (i.e., Shareholders' name, BOID numbers, client-wise shareholding position, gross dividend receivable, applicable tax rate and net dividend receivable) as on the Record Date along with the name of the contact person of Brokerage House to the Company's Share Department or through email to 'ba.share@bankasia-bd.com' at Registered Office on or before April 18, 2021. The Brokerage Houses are also requested to provide us with their bank name, account number and routing number etc.
- i) As per BSEC Notification dated June 20, 2018, Annual Report 2020 will be duly sent in soft form to the members' email addresses available in their Beneficial Owner (BO) accounts maintained with the Depository. The soft copy of the Annual Report 2020 will also be available on the Company's website at 'www.bankasia-bd.com'. The members may also collect the Annual Report 2020 from the Company's Share Department at Registered Office in person.



Corporate Office (Registered Office)
Bank Asia Tower
32 & 34 Kazi Nazrul Islam Avenue
Kawran Bazar, Dhaka-1215

PROXY FORM

I/we, of
.....
a Member of BANK ASIA LIMITED do hereby appoint Mr./Ms. of
....., or failing him/her Mr./Ms. of
..... as my/our proxy to vote for me/us and on my/our behalf at the Twenty Second Annual General Meeting of the Members of the Company to be held on the 29th April, 2021 (Thursday), at 11:00 a.m. virtually by using digital platform through the following link **<https://tinyurl.com/bankasiaagm2021>** and at any adjournment thereof.

In witness my hand this day of 2021.

Witnesses:

1.

2.

Revenue
Stamp

Signature of the Member :

Name :

Folio No.

BO ID :

Signature of the Proxy :

Folio No :

BO ID :

Shareholder's Attendance Slip



Corporate Office (Registered Office)
Bank Asia Tower
32 & 34 Kazi Nazrul Islam Avenue
Kawran Bazar, Dhaka-1215

I hereby record my presence at the Twenty Second Annual General Meeting of Bank Asia Limited held today the 29th April, 2021 (Thursday), at 11:00 a.m. virtually by using digital platform through the following link: **<https://tinyurl.com/bankasiaagm2021>**.

I give my particulars and put my signature below.

Name :

Folio No.

BO ID :

Signature

(Shareholders attending the meeting in person or by proxy are requested to record their attendance through the above link on the day of meeting)