

# Grameenphone Ltd.

Registered Office: GPHouse, Bashundhara, Baridhara, Dhaka-1229

Share Office: Cemex Shimul Trishna Trade Center (3<sup>rd</sup> Floor), Ka-86/1, Progoti Shoroni, Kuril Bishwaroad, Dhaka-1229

## Notice of the 23<sup>rd</sup> Annual General Meeting Virtual Shareholder Meeting

Notice is hereby given that the 23<sup>rd</sup> Annual General Meeting (AGM) of Grameenphone Ltd. will be held on **Tuesday, 21 April 2020 at 10:30 am (Dhaka Time)**. The AGM will be held virtually by using digital platform through the following link <http://bit.ly/gpvirtualagm-2020> to transact the following businesses:

### AGENDA

1. Consideration and adoption of the Directors' Report and the Audited Financial Statements of the Company for the year ended 31 December 2019 together with the Auditors' Report thereon.
2. Declaration of Dividend for the year ended 31 December 2019 as recommended by the Board of Directors.
3. Election/Re-election of Directors.
4. Appointment of Statutory Auditors and fixation of their remuneration.

By order of the Board of Directors  
Sd/-

**S M Imdadul Haque**  
Company Secretary

06 April 2020

#### Notes:

- The Members whose names appeared on the Members/Depository Register as on the “Record Date” i.e. **17 February 2020** are eligible to participate in the 23<sup>rd</sup> Annual General Meeting (AGM) and receive dividend.
- Pursuant to the Bangladesh Securities and Exchange Commission's Order No. SEC/SRMIC/04-231/932 dated 24 March 2020, the AGM will be virtual meeting of the Members, which will be conducted via live webcast by using digital platform.
- The Members will be able to submit their questions/comments and vote electronically 24 hours before commencement of the AGM and during the AGM. For logging in to the system, the Members need to put their 16-digit Beneficial Owner (BO) ID number and other credential as proof of their identity by visiting the link <http://bit.ly/gpvirtualagm-2020>
- The detailed procedures to participate in the virtual meeting and Frequently Asked Questions (FAQs) have been provided in the Annual Report and published on the Investor Relations section of the Company's website at: [www.grameenphone.com](http://www.grameenphone.com)
- We encourage the Members to log in to the system prior to the meeting start time of 10:30 am (Dhaka time) on 21 April 2020. Please allow ample time to login and establish your connectivity. The webcast will start at 10:30 am (Dhaka Time). Please contact +8801711555888 for any technical difficulties in accessing the virtual meeting.
- A Member entitled to attend and vote at the AGM may appoint a Proxy to attend and vote in his/her stead. The “Proxy Form”, duly filled, signed and stamped at **BDT 20** must be sent through email to Grameenphone Share Office at [shareoffice@grameenphone.com](mailto:shareoffice@grameenphone.com) no later than 72 hours before commencement of the AGM.
- Pursuant to the Bangladesh Securities and Exchange Commission (BSEC) Notification No. BSEC/CMRRCD/2006-158/208/ Admin/81 dated 20 June 2018, the soft copy of the Annual Report 2019 is being sent to the email addresses of the Members available in their Beneficial Owner (BO) accounts maintained with the Depository. The Members are requested to update their email addresses through their respective Depository Participant (DP). The soft copy of the Annual Report 2019 will also be available on the Investor Relations section of the Company's website at: [www.grameenphone.com](http://www.grameenphone.com)
- The Members are requested to send email to Grameenphone Share Office at [shareoffice@grameenphone.com](mailto:shareoffice@grameenphone.com) on or before **10 April 2020**, their written option to receive dividend. In case of non-submission of such option within the stipulated time, the dividend will be paid off as deemed appropriate by the Company.

