

## Notice of the 18<sup>th</sup> Annual General Meeting

Notice is hereby given that the **Eighteenth Annual General Meeting (AGM)** of the shareholders of **Bangladesh Industrial Finance Company Limited (BIFC)** will be held at "**Institution of Diploma Engineers, Bangladesh**" **IDEB Bhaban**, 160/A, Kakrail VIP Road, Dhaka on **Thursday, April 24, 2014 at 10:30 A.M.** to transact the following business:

### Ordinary Agenda:

- 1) To receive, consider and adopt the directors' report and auditors' report to the shareholders, accompanied by audited financial statements for the year ended December 31, 2013;
- 2) To declare dividend for the year ended December 31, 2013;
- 3) To elect/re-elect directors;
- 4) To appoint auditor for the year 2014 and fix their remuneration; and
- 5) To transact any other business, with the permission of the chair.

### Special Agenda:

Proposal for raising Paid-up Capital of the company by issuing Rights Share at the ratio of 1R:2, [i.e. 01(one) Right Share for every 02 (two) ordinary shares held] at an issue price of BDT 10/- each, at par, after considering bonus shares subject to approval by the shareholders in AGM & the regulatory authorities. The purpose of the Rights Issue is to meet up the regulatory requirements of Bangladesh Bank as per DFIM Circular No. 05, dated July 24, 2011.

04

March 25, 2014

By order of the Board of Directors



**Ahamed Karim Chowdhury**  
Company Secretary

### Notes:

- i. The "Record Date" shall be on April 03, 2014;
- ii. The shareholder whose name appear in the Register of Members of the company on the record date shall be entitled to dividend;
- iii. A member eligible to attend and vote at the Annual General Meeting is entitled to appoint a proxy to attend and vote on his/her behalf. The proxy form, duly filled-in and affixed with revenue stamp of Tk.10.00, must be submitted to the Registered Office of the company, at least 72 (Seventy two) hours before the scheduled time of the meeting;
- iv. Change of address, if any, should be notified to the related Depository Participant (DP) before April 22, 2014.

### Special Notes:

Shareholders may please note that as per BSEC notifications, no benefit will be given in each or kinds like food box/gift/gift coupon etc. at the AGM.