

Chartered Life

Secured Life

Chartered Life Insurance Company Ltd.

Islam Tower (8th Floor), 464/H, DIT Road, West Rampura, Dhaka-1219, Bangladesh

NOTICE OF THE 11th ANNUAL GENERAL MEETING

Notice is hereby given that the 11th Annual General Meeting (AGM) of Chartered Life Insurance Company Limited will be held on Monday, 23rd September 2024, at 10:30 A.M. using "Hybrid Platform" through the link <https://chartereditlife.bdvirtualagm.com> and physical presence at Shooting Club (Besides Police Plaza), Gulshan-1, Dhaka to transact the following business:

AGENDA

ORDINARY BUSINESS:

1. To Receive, Consider, and Adopt the Audited Financial Statements of the Company for the year ended 31st December 2023, and the Report of the Auditors and Directors' Report thereon for the said year.
2. To approve 2.5% Cash Dividend for all the shareholders for the year ended 31st December 2023, as recommended by the Board of Directors.
3. To Elect/Re-elect of Directors of the company
4. To approve the appointment of statutory auditors of the company for the year 2024 and fix their remuneration.
5. To approve the appointment of Corporate Governance Compliance Auditors according to BSEC & IDRA and fix their remuneration.

SPECIAL BUSINESS:

1. To adopt the change of registered name of the company to '**Chartered Life Insurance PLC**' from 'Chartered Life Insurance Company Limited' in accordance with the Companies (2nd Amendment) Act, 2020, and to amend in the relevant clauses of the Memorandum and Articles of Associations of the Company by adopting the following special resolution:

"RESOLVED THAT the proposal of changing the registered name of the company to '**Chartered Life Insurance PLC**' from 'Chartered Life Insurance Company Limited' in accordance with the Companies (2nd Amendment) Act, 2020, and amendment in the relevant clauses of the Memorandum and Articles of Associations of the company be and is hereby approved subject to the approval of the regulatory authorities.

Date: 1st September 2024
Place: Dhaka

By Order of the Board of Directors



G.M. Rashed, ACS
Company Secretary

NOTES:

1. The shareholders whose names would appear in the Depository (CDBL) Register of the company on the record date **25th August 2024** will be eligible to attend and vote at the 11th AGM held in hybrid platform and receive the Dividend.
2. A shareholder is entitled to participate and vote at this hybrid AGM and may appoint a proxy to participate and vote. The proxy form, dully filled out, signed, and stamped at Tk. 100 (revenue stamp), must be sent through email to cs@chartereditlifebd.com or to the head office of the company no later than 48 hours before the commencement of the AGM.
3. The shareholders will join the virtual AGM through the link <https://chartereditlife.bdvirtualagm.com>. The shareholders will be able to submit their questions and comments electronically before 24 (twenty-four) hours of the commencement of the AGM through the provided link and during the AGM. For login into the system, the members need to put their 16-digit Beneficiary Owners (BO) Account Number and number of shares as on record date 25th August 2024.
4. Pursuant to the Bangladesh Securities and Exchange Commission (BSEC) Notification No. BSEC/CMRRC/2006-15B/208/Admin/81 dated June 20, 2018, the soft copy of the Annual Report 2023 is to be sent to the respective email addresses of the Members available in their Beneficial Owner (BO) accounts maintained with the Depository. The soft copy of the Annual Report 2023 will also be available on the company's website.
5. The concerned Merchant Banks, Depository Participants (DPs) are requested to provide us the soft/hard copies of the list of their margin clients along with the bank details of the Company to the following email address: cs@chartereditlifebd.com or company's share department **on or before 15 September 2024**.
6. In compliance with BSEC's Notification No. SEC/SRMI/2000-953/1950 dated October 24, 2000 (C), no benefit in cash or kind, other than in the form of cash dividend or stock dividend, shall be paid to the holders of equity securities for attending AGM of the Company.