



National Housing Finance and Investments Limited

Registered Office: National Plaza (7th Floor)
109, Bir Uttam C.R. Datta Road, Dhaka-1205

Notice of the 21st Annual General Meeting (Virtual Shareholder Meeting)

Notice is hereby given that the 21st Annual General Meeting (AGM) of National Housing Finance and Investments Limited will be held on September 20, 2020 at 12:00 noon (Dhaka Time). The AGM will be held virtually by using digital platform through the following link: www.digitalagmbd.net/NHFIL21AGM to transact the following business:

Agenda

1. To receive, consider and adopt the audited financial statements of the Company for the year ended December 31, 2019 together with reports of the Directors and Auditors thereon.
2. Declaration of dividend for the year ended December 31, 2019.
3. To elect/re-elect Directors in accordance with the relevant provisions of the Articles of Association of the Company and to confirm the appointment of Independent Director.
4. (a) To appoint Auditors and fix their remuneration for the year 2020.
(b) To appoint Compliance Auditor as per Corporate Governance Code-2018 for the year 2020.

By order of the Board

(Md. Sarwar Kamal FCS)
Company Secretary

Dated: July 23, 2020

Notes:

- i) Members, whose names appeared on the Depository/Members Register as on "Record Date" i.e. August 18, 2020 are eligible to attend and vote at the Annual General Meeting (AGM) and also receive dividend.
- ii) Pursuant to the Bangladesh Securities and Exchange Commission's Order No. SEC/SRMIC/94-231/25 dated 08 July, 2020, the AGM will be virtual meeting of the Members, which will be conducted via live webcast by using digital platform.
- iii) 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 www.digitalagmbd.net/NHFIL21AGM
- iv) We encourage the Members to log in to the system prior to the meeting start time of 12.00 noon (Dhaka time) on September 20, 2020. Please allow ample time to login and establish your connectivity. The webcast will start at 12:00 noon (Dhaka Time). Please contact 01911874308 for any technical difficulties in accessing the virtual meeting.
- v) A shareholder may, as per Article 98 of the Articles of Association of the Company, appoint Proxy to attend and on a pool, to vote instead of him/her. The instrument appointing a proxy and the Power of Attorney, where applicable, must be sent through email to Registered Office at share@nationalhousingbd.com at least 72 hours before the time of holding the meeting. The Proxy Form must be affixed with revenue stamps of Tk. 20.00.
- vi) Members are requested to notify e-mail address, through their respective Depository Participants well in time.
- vii) The members whose BO Accounts are not furnished with 12 digits e-TIN number before the Record Date, disbursement of his/her dividend will be subject to deduction of Advance Income Tax (AIT) 15% instead of 10% (for individual) as per Section 54 of the amended Income Tax Ordinance, 1984.
- viii) Pursuant to the clause 9(1) of the BSEC notification No. BSEC/CMRRCD/2006-158/208/Admin/81 dated 20th June, 2018, the soft copy of Annual Report 2019 will be sent through e-mail as per registered e-mail ID received from CDBL. The soft copy of the Annual Report 2019 will also be available on the company's website at: www.nationalhousingbd.com