

IFAD AUTOS LIMITED

IFAD Tower, Plot-7 (New), Tejgaon Industrial Area, Dhaka-1208

NOTICE OF THE 32nd ANNUAL GENERAL MEETING

Notice is hereby given to all members of IFAD Autos Limited that the 32nd Annual General Meeting of the Company will be held virtually by using digital platform on Saturday, December 19, 2020 at 12.00 Noon to transact the following business.

1. To receive, consider and adopt the Audited Financial Statements of the Company for the year ended 30 June, 2020 together with the report of the Directors and Auditors.
2. To declare Dividend for the year ended 30 June, 2020 as recommended by the Board of Directors.
3. To consider the appointment and re- appointment of the Auditors.
4. To consider the appointment and re-appointment of the Directors.
5. To consider the appointment of the Independent Directors.
6. To consider the appointment of auditors for providing certificate on Corporate Governance Code.
7. To transact any other business with the permission of the Chair.

Dated: 3rd December, 2020
Dhaka.

By order of the Board
Sd/-

Md. Sazzad Hossain Talukdar, ACS
Company Secretary

Notes:

- A. The Record Date/Book-Closure was on the 22.11.2020.
- B. Members, whose names will appear in the Company's register (Depository Register) on the Record Date will be entitled to receive dividend (if approved as above) and attend the Annual General Meeting (AGM) conducted via digital platform.
- C. Pursuant to the Bangladesh Securities and Exchange Commission's Order No. SEC/SRMIC/94-231/25 dated 08 July 2020, the AGM will be conducted via live webcast by using digital platform.
- D. The members will be able to submit their comments/questions and vote electronically 24 hours prior to AGM schedule time and for log in, members need to put 16 digit BO ID number as credential for proof of identity by visiting the link <http://ifadautos32ndagm.digitalagmbd.net>. Web cast of the AGM will start at 12.00 Noon, Bangladesh Standard Time (BST).
- E. Link for joining in AGM through Digital Platform and details login process will be notified to the respective Member's email address and by SMS.
- F. A Member entitled to attend and vote at the Annual General Meeting may appoint a proxy to attend and vote his/her behalf. The "Proxy Form" duly stamped, must be deposited at the Share Department/or by e-mail of the Company not later than 72 hours before the time fixed for the meeting. Proxy must be a member of the company.
- G. The concerned DP's are requested to provide the details of margin loan holders (shareholders' name, BO ID, number of share, applicable tax rate, dividend amount, bank name, accounts no. etc.) who hold company's share subject to the record date to our share department.
- H. Shareholders (other than company) are requested to maintain & updated their twelve digit e-TIN number with depository participant, otherwise 15% (instead of 10%) tax will be deducted from cash dividend (if approved as above).
- I. Pursuant to the BSEC Notification No. BSEC/CMRRCD/2006-158/208/Admin/81 dated 20 June 2018, the soft copy of the Annual Report 2019-20 will be sent to the email address of the Members available in their Beneficiary Owner (BO) accounts maintained with the Depository. The Annual Report 2019-20 will also be available at Company's website: www.ifadautos.com

Share Department

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