



Notice of the 23rd Annual General Meeting

Notice is hereby given that the 23rd Annual General Meeting (AGM) of the shareholders of FAS Finance & Investment Limited will be held on Monday, December 28, 2020 at 11:00 a.m. by Virtually through using Digital Platform to transact the following proceedings:

AGENDA

01. To receive and adopt the Directors' Report, Auditors' Report and Audited Financial Statements of the Company for the year ended December 31, 2019;
02. To declare dividend for the year ended December 31, 2019;
03. To elect/re-elected Directors;
04. To appoint the Auditors for auditing Financial Statements for the year ended on December 31, 2020 and to fix their remuneration;
05. To appoint the Auditors for auditing Corporate Governance for the year ended on December 31, 2020 and to fix their remuneration;
06. Miscellaneous if any, with the permission of the Chair.

By order of the Board

A handwritten signature in black ink, appearing to read 'Md. Zahid Mahmud'.

Md. Zahid Mahmud

Company Secretary

Dated: December 13, 2020

NOTES

1. December 10, 2020 is the 'Record Date' to determine the Shareholders' entitlement to the dividend and their eligibility to attend and vote at the meeting.
2. The Board of Directors recommended No Dividend subject to the approval of the shareholders.
3. Pursuant to the Bangladesh Securities and Exchange Commission (BSEC) Order No. SEC/SRMIC/94-231/25 dated July 08, 2020 the imminent 23rd Annual General Meeting of the Company shall be conducted via live webcast by using Digital Platform.
4. Link for joining the Annual General Meeting through Digital Platform and details login process will be notified to the Shareholders e-mail address. Full login/participation process for the Digital Platform Meeting will also be available on the Companies official website: www.fasbd.com.
5. A member eligible to attend and vote at the Annual General Meeting may appoint a proxy to attend, speak and vote or abstain from voting in his/her/its/their stead. The Proxy Form duly completed and stamped must be deposited at the Registered Office of the Company no later than 72 hours before the time set for holding the meeting.
6. Members are requested to notify change of their address, bank account details, contact number, e-mail address and 12 digits E-TIN number (if any), through their respective Depository Participants well in advance.
7. Annual Report, Attendance Slip and Proxy Form along with the notice will be sent to all the Members by Courier Service/Post. The Shareholders may also collect the Proxy Form from the Registered Office of the Company.

Special Note

As per BSEC's notification dated 24 October 2013, no food box/gift/gift coupon etc. will be given at the Annual General Meeting.