



## National Housing Finance and Investments Limited

Registered Office: National Plaza (7<sup>th</sup> Floor)

109, Bir Uttam C.R. Datta Road, Dhaka-1205

### Notice of the 23<sup>rd</sup> Annual General Meeting (Virtually)

Notice is hereby given that the 23<sup>rd</sup> Annual General Meeting (AGM) of National Housing Finance and Investments Limited will be held on June 02, 2022 at 12:00 noon (Dhaka Time). Pursuant to the Bangladesh Securities and Exchange Commission's Letter No. SEC/SRMIC/94-231/91 dated 31 March 2021, the AGM will be held virtually by using digital platform through the following link: <https://nhfil23agm.digitalagmbd.net> 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, 2021 together with reports of the Directors and Auditors thereon.
2. Declaration of dividend for the year ended December 31, 2021.
3. To elect/re-elect Directors in accordance with the relevant provisions of the Articles of Association of the Company.
4. (a) To appoint Statutory Auditors and fix their remuneration for the year 2022.  
(b) To appoint Compliance Auditor as per Corporate Governance Code-2018 for the year 2022.

By order of the Board

(Md. Sarwar Kamal FCS)  
Company Secretary

Dated: March 30, 2022

#### Notes:

- i) Members, whose names appeared on the Depository/Members Register as on "Record Date" i.e. April 20, 2022 are eligible to attend and vote at the Annual General Meeting (AGM) and also receive dividend.
- ii) 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 <https://nhfil23agm.digitalagmbd.net>
- i) We encourage the Members to log in to the system prior to the meeting start time of 12:00 noon (Dhaka time) on 2<sup>nd</sup> June, 2022. 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.
- ii) A shareholder may, as per Article 98 of the Articles of Association of the Company, appoint Proxy to attend on a pool and to vote instead of him/her. The instrument for appointing a proxy and the Power of Attorney, where applicable, must be sent through email to the Registered Office at [share@nationalhousingbd.com](mailto: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.
- iii) Members are requested to notify e-mail address, through their respective Depository Participants well in time.
- iv) 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.
- v) 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 2021 will be sent through e-mail as per registered e-mail ID received from CDBL. The soft copy of the Annual Report 2021 will also be available on the company's website at: [www.nationalhousingbd.com](http://www.nationalhousingbd.com).