## **AGM procedures for Shareholders**

First use your browser to open <u>http://ucbl.capmark.com.bd</u>. From there click on Shareholder.

Shareholder	Moderator	Guest	Board Member	
BOID/Folio				
Enter BOID/Folio				
Shares				
Enter your Shares				
🔊 Login				

Enter you Folio/BOID and input your number of shares. Then Click on login to Login to the system.

## To make a comment

Comment	▲ ▼
Write your comment here	Submit
	/

Type your comment and Click Submit.

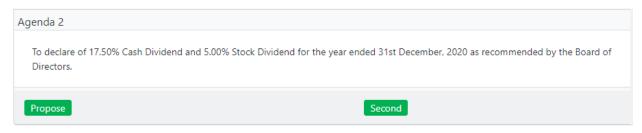
Throughout the entire AGM you can place your vote for each agenda of your desired choice. The Option is available until voting lines closes online.

Agenda 1

		receive, consider and adopt the Accounts of the Company for the year ended on 31st December, 2020 along with the Auditors' Report d the Directors' Report thereon.		
	Approve	0 Votes		
0	Reject	0 Votes		
		Cast Vote		

Click on the option of your desired choice for each agenda. Then click Cast Vote. Your vote will be registered automatically.

At the time when it's asked for a Proposer and a Seconder at specific time.



Click on Propose. The name of the first person to click Propose will be shown including the time they clicked propose. After a proposal has been made then the same process is repeated with seconder.