

NOTICE

Notice of the 26th Annual General Meeting

Notice is hereby given that the pending 26th Annual General Meeting (AGM) of First Finance Limited will be held on Sunday, March 21, 2021 at 11.30 a.m. (Bangladesh Standard Time). The AGM will be held virtually by using digital platform through the following link <http://ffl26agm.digitalagmbd.net> to transact the following businesses:

AGENDA

01. To confirm the proceedings of the 24th and 25th Annual General Meeting of the Company held on 25 July, 2019.
02. To receive and adopt the Directors' Report, Auditor's Report and Audited Financial Statement for the year ended on December 31, 2018.
03. To declare Dividend for the year 2018 as per the recommendation of the Board of Directors.
04. To elect/re-elect/confirm Directors in accordance with the provisions of Articles of Association of the company.
05. To consider the appointment of Independent Directors as per the Notification of Bangladesh Securities and Exchange Commission. (No. BSEC/CMRRCD/2006-158/207/Admin/80, dated: 3 June 2018)
06. To appoint statutory auditors of the Company for the year 2019 until conclusion of 27th AGM and to fix their remuneration;
07. To appoint the Corporate Governance Compliance Auditor for the year 2019 until conclusion of 27th AGM and to fix their remuneration;
08. To transact any other business with the permission of the Chair.

By the order of the Board

Sd/-

Mohammad Ekramur Rahman
Company Secretary (Current Charge)
E-mail: secretary@first-finance.com.bd

Dated: February 25, 2021

NOTES:

01. The record date was fixed on **23 July, 2019**. The Shareholders, whose names appeared in the Share Register of the Company at the close of business on the record date, will be eligible to attend the meeting.
02. The Board of Directors has recommended no dividend for the year ended on 31 December, 2018.
03. 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.
04. The Members will be able to submit their questions/comments and vote electronically 72 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 / Folio number and other credential as proof of their identity by visiting the link
05. The detailed procedures to participate in the virtual meeting and Frequently Asked Questions (FAQs) have been published on the Investor Relations section of the Company's website at: www.first-finance.com.bd
06. We encourage the Members to log in to the system prior to the meeting start time of 11.30 a.m. (BST) on 21 March, 2021. Please allow ample time to login and establish your connectivity. The webcast will start at 11:30 am (BST). Please contact **01987007880** for any technical difficulties in accessing the virtual meeting.
07. A shareholder eligible to attend and vote in the AGM may appoint a Proxy to attend and vote in his/her behalf. The Proxy Form duly completed and stamped of BDT Tk. 20.00 must be sent through email to First Finance Share Office at share@first-finance.com.bd not later than 72 hours before commencement of the AGM.
08. Pursuant to the Bangladesh Securities and Exchange Commission (BSEC) Notification No. BSEC/CMRRCD/2006-158/208/Admin/81, dated 20 June 2018, the soft copy of the Annual Report 2018 is being sent to the email addresses of the Members available in their Beneficial Owner (BO) accounts maintained with the Depository. The Members are requested to update their email addresses through their respective Depository Participant (DP). The soft copy of the Annual Report 2018 will also be available on the Investor Relations section of the Company's website at www.first-finance.com.bd.