

NOTICE OF THE 30th ANNUAL GENERAL MEETING

Notice is hereby given that the Thirtieth Annual General Meeting of Green Delta Insurance Company Limited will be held at Spectra Convention Center Ltd., House # 19, Road # 7, Gulshan-1, Dhaka-1212 on Thursday, 31st March 2016 at 11.00 a.m. to transact the following businesses:

AGENDA

1. To receive and adopt the Directors' and Auditors' Reports and the Audited Accounts of the Company for the year ended December 31, 2015.
2. To declare 25% Cash Dividend for the year ended December 31, 2015.
3. To elect Directors.
4. To appoint Auditors for the year 2016 and fix their remuneration.

By Order of the Board



Syed Moinuddin Ahmed

Company Secretary

March 10, 2016

Notes:

1. March 06, 2016 is scheduled as Record Date. Shareholders whose name will appear on the Register of Members on the Record Date will be eligible to attend the meeting and qualify for dividend.
 2. A member entitled to attend and vote at general meeting is entitled to appoint a proxy to attend the meeting and vote on his/her behalf. The proxy form duly completed, must be affixed with a revenue stamp of BDT. 20/- and deposited at the registered office not later than 48 hours before the time of holding the meeting.
 3. Members are requested to notify their changes of address, if any.
 4. Admission to the hall will be only on production of the attendance slip sent with the notice
- Shareholders bearing BO ID are requested to update their respective BO ID with 12 Digits Taxpayer's Identification Number (e-TIN) and address through their Depository Participant (DP); and
 - Shareholders bearing Folio Numbers are requested to submit their 12 digits e-TIN certificate to the Share Department of the Company latest by March 15, 2016; failing which Income Tax at Source will be deducted from cash dividend @15% instead of 10%
 - As per directive of Bangladesh Securities and Exchange Commission (BSEC), no food or gift will be arranged at the AGM