



RAK Ceramics (Bangladesh) Limited

24th ANNUAL GENERAL MEETING

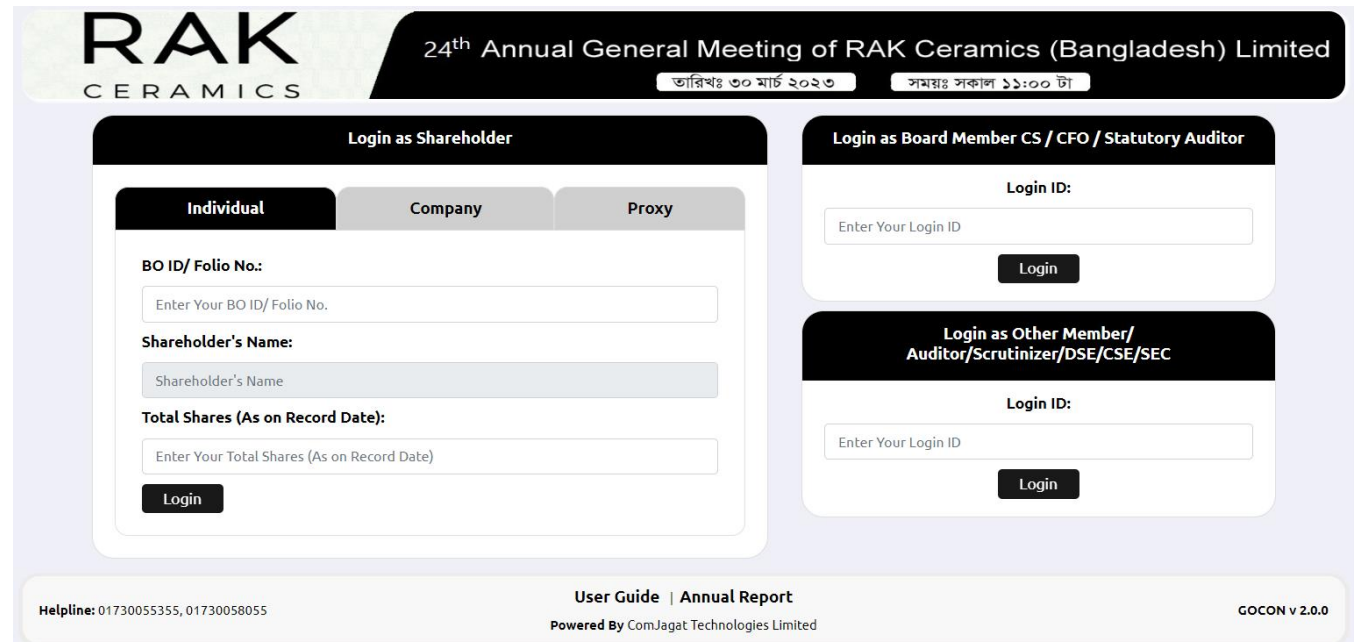
**QUICK USER GUIDE
OF
VIRTUAL AGM PLATFORM
FOR
SHAREHOLDER
(Individual/ company /proxy)**

Prepared by

[COMJAGAT TECHNOLOGIES](#)

AGM Link: <https://agmbd.live/rak2023>

Shareholder Interface



RAK CERAMICS 24th Annual General Meeting of RAK Ceramics (Bangladesh) Limited
 তারিখঃ ৩০ মার্চ ২০২৩ সময়ঃ সকাল ১১:০০ টা

Login as Shareholder

Individual Company Proxy

BO ID/ Folio No.:
 Enter Your BO ID/ Folio No.

Shareholder's Name:
 Shareholder's Name

Total Shares (As on Record Date):
 Enter Your Total Shares (As on Record Date)

Login

Login as Board Member CS / CFO / Statutory Auditor

Login ID:
 Enter Your Login ID

Login

Login as Other Member/ Auditor/Scrutinizer/DSE/CSE/SEC

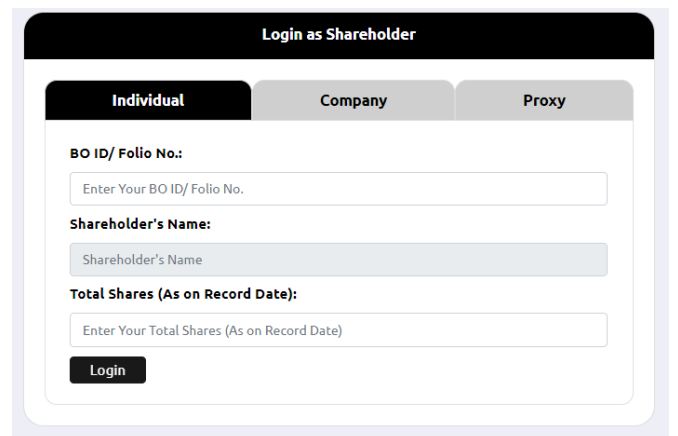
Login ID:
 Enter Your Login ID

Login

Helpline: 01730055355, 01730058055 User Guide | Annual Report
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Individual Login Interface

- Click “**Individual**” Tab.
- Enter your correct BO ID/Folio Number.
- Name of shareholder will come automatically.
- Cursor will blink in total share field.
- Enter your correct Total share as on record date.
- Correct Information will allow an **Individual shareholder to log in.**



Login as Shareholder

Individual Company Proxy

BO ID/ Folio No.:
 Enter Your BO ID/ Folio No.

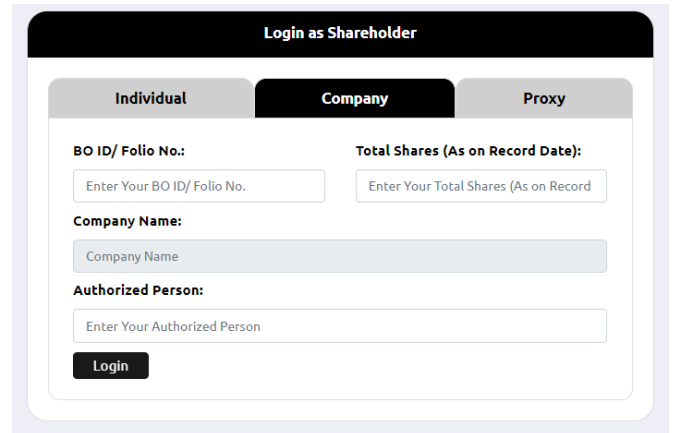
Shareholder's Name:
 Shareholder's Name

Total Shares (As on Record Date):
 Enter Your Total Shares (As on Record Date)

Login

Company Login Interface

- Click “**Company**” Tab.
- Enter correct BO ID/ Folio Number of your Company.
- Name of Company will come automatically.
- Cursor will blink in total share field.
- Enter your correct Total share as on record date.
- **Authorized person name** will be the person who will be assigned from the specific company. In attendance report that name will be counted.
- Correct Information will allow a **Company shareholder to login.**



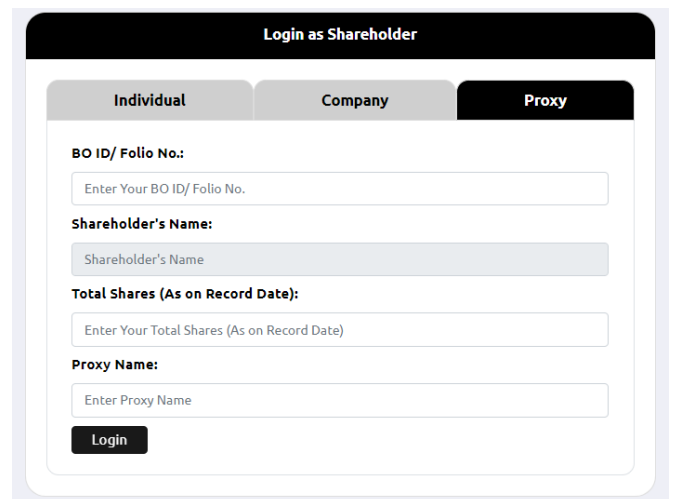
The screenshot shows the 'Login as Shareholder' interface with the 'Company' tab selected. The form includes the following fields:

- BO ID/ Folio No.:** Enter Your BO ID/ Folio No.
- Total Shares (As on Record Date):** Enter Your Total Shares (As on Record)
- Company Name:** Company Name
- Authorized Person:** Enter Your Authorized Person

A 'Login' button is located at the bottom of the form.

Proxy Login Interface

- Click “**Proxy**” Tab.
- Enter your correct BO ID/Folio Number.
- Name of shareholder will come automatically.
- Cursor will blink in total share field.
- Enter your correct Total share as on record date.
- Proxy name will come automatically.
- Correct Information will allow a **Proxy shareholder to log in**

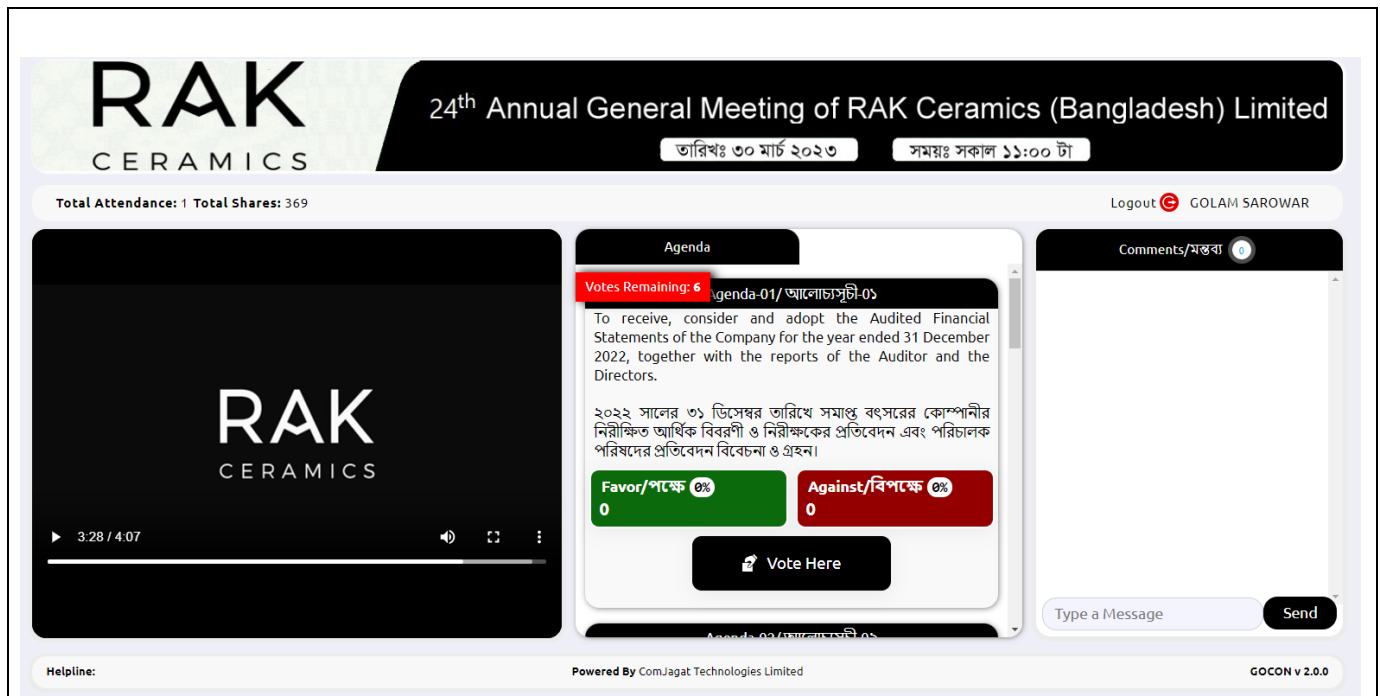


The screenshot shows the 'Login as Shareholder' interface with the 'Proxy' tab selected. The form includes the following fields:

- BO ID/ Folio No.:** Enter Your BO ID/ Folio No.
- Shareholder's Name:** Shareholder's Name
- Total Shares (As on Record Date):** Enter Your Total Shares (As on Record Date)
- Proxy Name:** Enter Proxy Name

A 'Login' button is located at the bottom of the form.

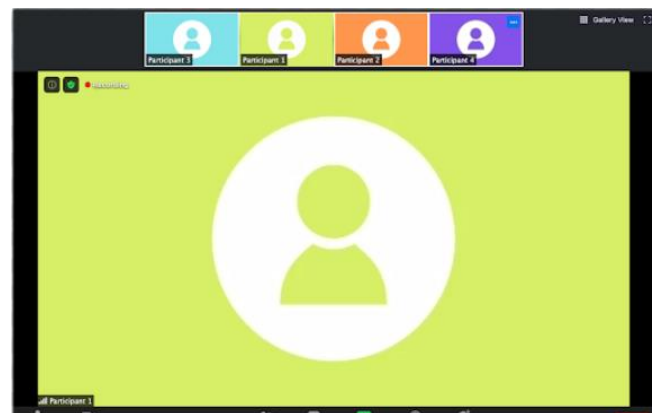
Shareholder Landing Page

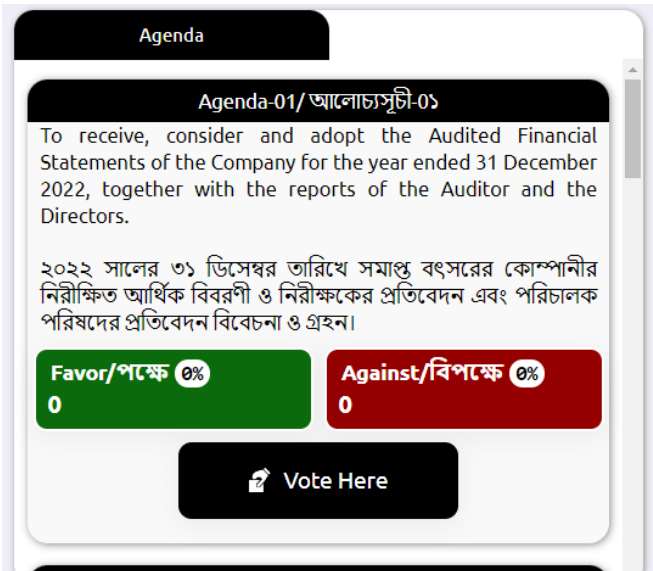
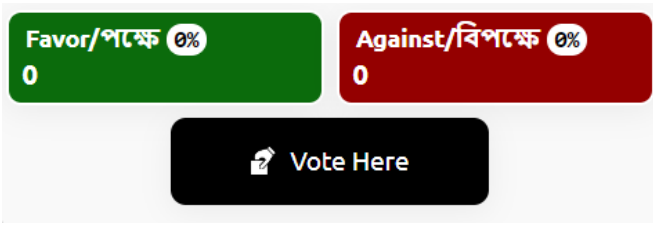
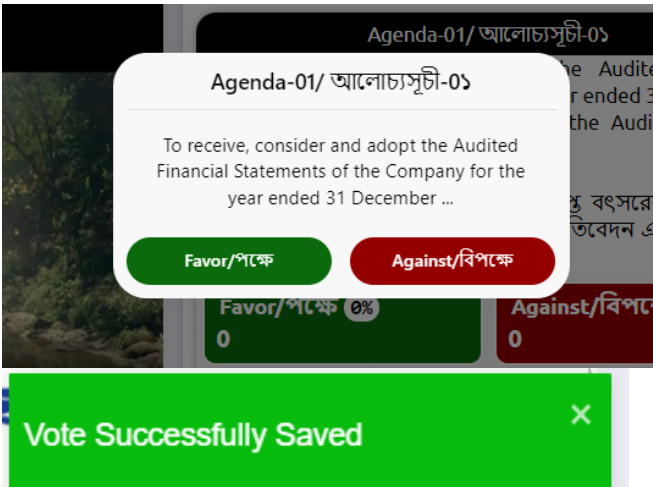
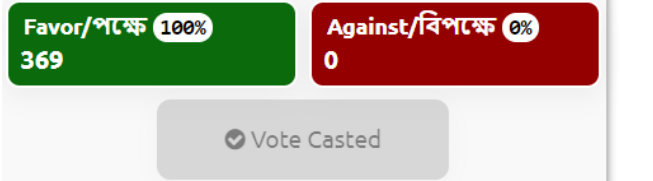


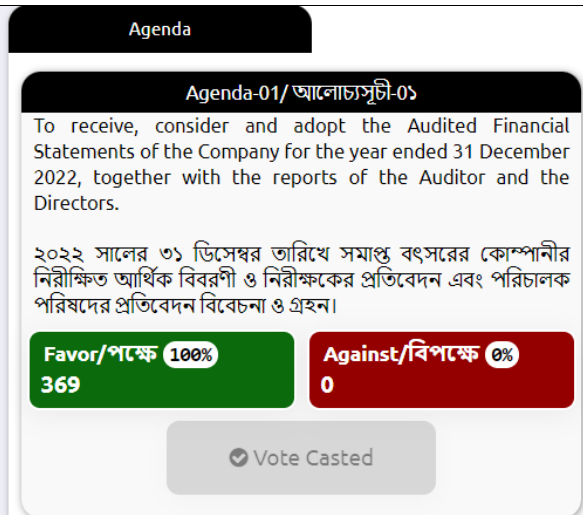
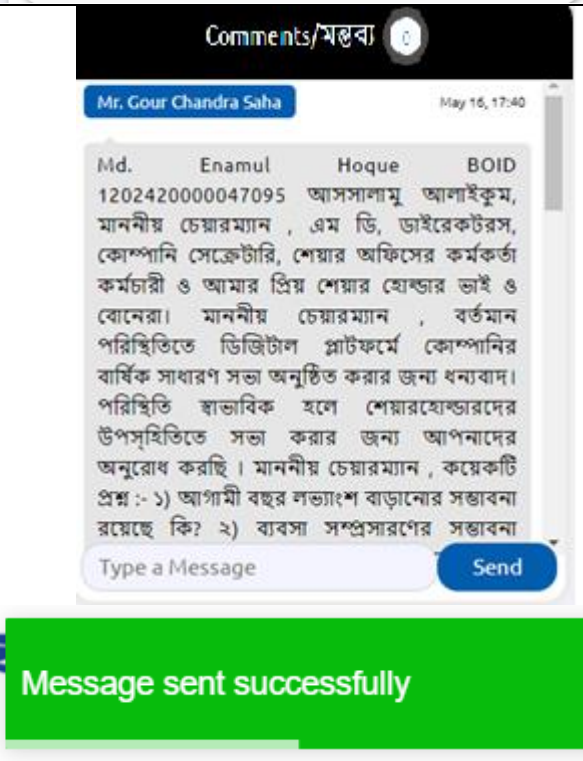
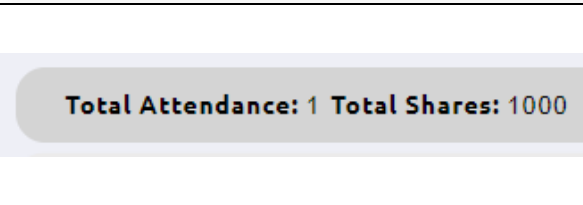
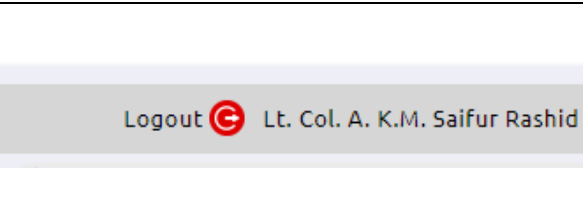
If Video get Paused or Video Loading Error due to Internet Failure or Bandwidth Dropout Please Refresh the Page.

Video Conference of Board Member:

- In this window shareholder can see Live Video conference of Board member.



<p>Agenda:</p> <ul style="list-style-type: none"> Share holder can see all agenda of the current AGM at the middle window. 	
<p>Voting Feature:</p> <ul style="list-style-type: none"> To submit vote Click “Vote here” button A person can give vote once for one agenda. After giving vote, “Vote Here” button will be disabled for that person. 	
<p>To Submit Vote:</p> <ul style="list-style-type: none"> Shareholder can give vote in Favor /against from the Pop-Up Window. 	
<p>Vote Casted</p> <ul style="list-style-type: none"> Vote Casted Message will ensure that your vote has been submitted 	

<p>Live Voting Result:</p> <ul style="list-style-type: none"> Total vote count and voting percentage will be shown under each Agenda. Voting result count as how many shares are held by shareholders. 	 <p>Agenda</p> <p>Agenda-01/ আলোচ্যসূচী-0১</p> <p>To receive, consider and adopt the Audited Financial Statements of the Company for the year ended 31 December 2022, together with the reports of the Auditor and the Directors.</p> <p>২০২২ সালের ৩১ ডিসেম্বর তারিখে সমাপ্ত বৎসরের কোম্পানীর নিরীক্ষিত আর্থিক বিবরণী ও নিরীক্ষকের প্রতিবেদন এবং পরিচালক পরিষদের প্রতিবেদন বিবেচনা ও গ্রহণ।</p> <p>Favor/পক্ষে 100% 369</p> <p>Against/বিপক্ষে 0% 0</p> <p>Vote Casted</p>
<p>Comment:</p> <ul style="list-style-type: none"> Type your comments in Bangla (Unicode) / English in “Type a message” field. Click the send button / Press enter from keyboard You will get a confirmation message as “Message sent successfully”. 	 <p>Comments/মন্তব্য</p> <p>Mr. Gour Chandra Saha May 16, 17:40</p> <p>Md. Enamul Hoque BOID 1202420000047095 আসসালামু আলাইকুম, মাননীয় চেয়ারম্যান, এম ডি, ডাইরেকটরস, কোম্পানি সেক্রেটারি, শেয়ার অফিসের কর্মকর্তা কর্মচারী ও আমার প্রিয় শেয়ার হোল্ডার ভাই ও বোনরা। মাননীয় চেয়ারম্যান, বর্তমান পরিস্থিতিতে ডিজিটাল প্ল্যাটফর্মে কোম্পানির বার্ষিক সাধারণ সভা অনুষ্ঠিত করার জন্য ধন্যবাদ। পরিস্থিতি স্বাভাবিক হলে শেয়ারহোল্ডারদের উপস্থিতিতে সভা করার জন্য আপনাদের অনুরোধ করছি। মাননীয় চেয়ারম্যান, কয়েকটি প্রশ্ন :- ১) আগামী বছর লভ্যাংশ বাড়ানোর সম্ভাবনা রয়েছে কি? ২) ব্যবসা সম্প্রসারণের সম্ভাবনা</p> <p>Type a Message Send</p> <p>Message sent successfully</p>
<p>Attendance</p> <ul style="list-style-type: none"> Shareholder can see total shareholder attendance. 	 <p>Total Attendance: 1 Total Shares: 1000</p>
<p>Logout</p> <ul style="list-style-type: none"> By clicking the log out button Member can logout from the interface. 	 <p>Logout Lt. Col. A. K.M. Saifur Rashid</p>

Contact Details

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