

# Mutual Trust Bank PLC's AGM Operational Manual

**Online AGM & e-voting system** with this simple step for Shareholder:

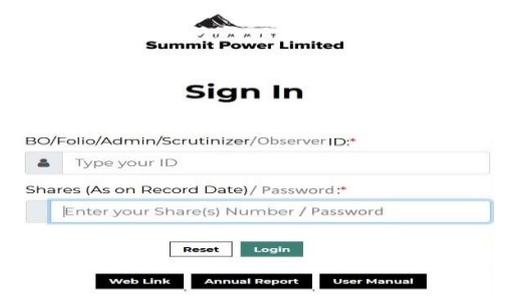
**Supported Browser:** Latest version of

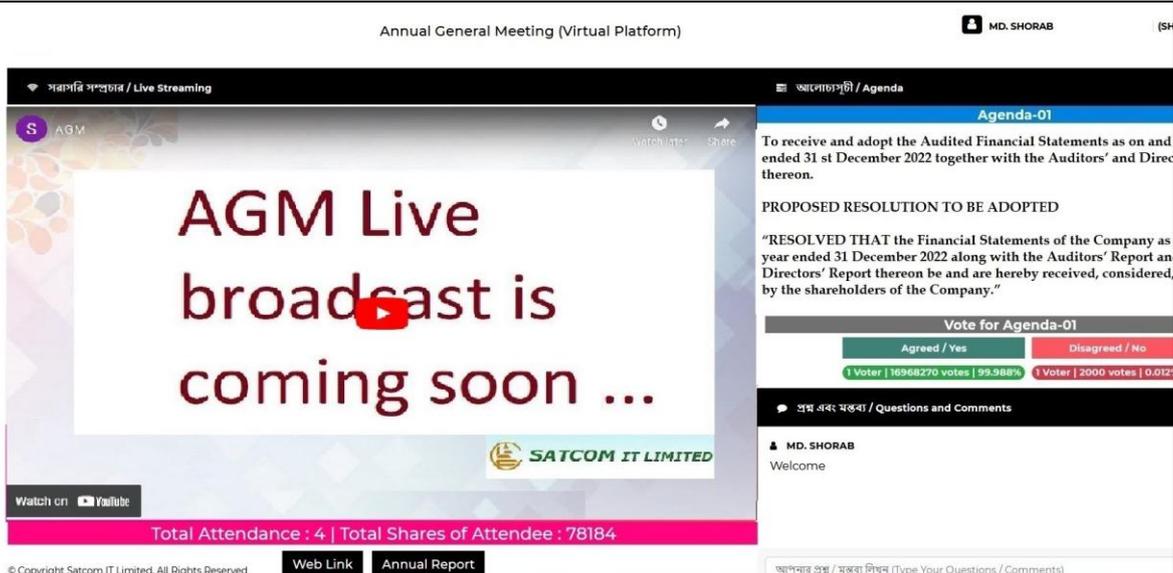
Google Chrome , Microsoft Edge , Opera , Safari , Mozilla Firefox 

**Supported Device:** Laptop, Desktop, Tab, Mobile (android/ iPhone)

 <b>Step - 1</b>	<p><b>Log in to the link-</b></p> <p><a href="https://mutualtrustbank.bdvirtualagm.com">https://mutualtrustbank.bdvirtualagm.com</a></p>
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 <b>Step - 2</b>	<b>Log on Interface</b>	
	<b>Before Activation</b>	<b>After Activation</b>
	<p><b>25<sup>th</sup> AGM will be held on 03<sup>rd</sup> June 2024 (Monday) at 11.30 A.M.</b></p> <p><b>Login process activation on 01<sup>st</sup> June 2024 (Saturday) within 11.30 A.M.</b></p>	<div style="text-align: center;"> <p><b>Sign In</b></p> <p>BO/Folio/Admin/Scrutinizer ID:*</p> <input type="text" value="Type your ID"/> <input type="button" value="Next"/></div> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <span>Web Link</span> <span>Annual Report</span> <span>Notice download</span> <span>User Manual</span> </div> 

 <b>Step - 3</b>	<p><b>Login screen:</b></p> <p>a) Type <b>16 digit BO</b> number or <b>Folio</b> number*</p> <p>b) Click <b>Next</b> button then</p> <p>c) Number of Share(s) as on record date</p> <p>d) Click <b>Login</b> button</p>	
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 <b>Step - 4</b>	<p><b>Shareholders can see:</b></p> <p>a) Live Streaming, b) Total attendance (Number of Shareholders with Total Shares), c) Agenda &amp; Agenda wise voting result d) Question &amp; Comments.</p>	 <table border="1" style="margin-top: 10px;"> <thead> <tr> <th colspan="2">Vote for Agenda-01</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Agreed / Yes</td> <td style="text-align: center;">Disagreed / No</td> </tr> <tr> <td style="text-align: center;">1 Voter   16968270 votes   99.988%</td> <td style="text-align: center;">1 Voter   2000 votes   0.012%</td> </tr> </tbody> </table>	Vote for Agenda-01		Agreed / Yes	Disagreed / No	1 Voter   16968270 votes   99.988%	1 Voter   2000 votes   0.012%
Vote for Agenda-01								
Agreed / Yes	Disagreed / No							
1 Voter   16968270 votes   99.988%	1 Voter   2000 votes   0.012%							

**Shareholders can do:**  
 Shareholders can vote (**Yes / No**) for any Agenda  
 Click on **Green Button For Favor** or  
 Click on **Red Button For Against**

**Step - 5**

**Shareholders can do:**  
 Shareholder can submit Question or Comments.  
**Type** your Question or Comments (English or Bangla) then click **Submit** Button.

**Step - 6**

**Shareholders can download:**  
**On login screen-** Annual Report, Notice, User Manual & can see company's web site  
**On live streaming screen -** Annual Report & can see company's web site

**Step - 7**

**Shareholders can Sign out:**  
 Shareholder can **Sign out** the AGM & e-voting system

**Step - 8**