Mutual Trust Bank PLC™
মিউচুয়াল ট্রাস্ট ব্যাংক পিএলসি
you can bank on us

Corporate Head Office, MTB Centre, 26 Gulshan Avenue, Plot 5, Block SE (D), Gulshan 1, Dhaka 1212
MTB Share Department, MTB Tower (3rd Floor), 111 Kazi Nazrul Islam Avenue, Bangla Motor, Dhaka 1000.

# NOTICE OF THE 26TH ANNUAL GENERAL MEETING

Notice is hereby given to all the shareholders of Mutual Trust Bank PLC. (MTB) that the 26th (Twenty-Sixth) Annual General Meeting (AGM) of the shareholders of the bank will be held on Wednesday, July 9, 2025 at 11.30 a.m., virtually through the link https://mutualtrustbank.bdvirtualagm.com to transact the following business;

## AGENDA

**Ordinary Business:**

1. To receive, consider and adopt Directors' Report, Auditors' Report and the audited Annual Financial Statements (Consolidated and Separate), for the year ended on December 31, 2024.
2. To declare Dividend for the year ended on December 31, 2024, as recommended by the MTB Board of Directors.
3. To elect/re-elect MTB Directors.
4. To confirm the appointment of Independent Director.
5. To appoint/reappoint Statutory Auditors and fix their remuneration.
6. To appoint/reappoint Corporate Governance Compliance Auditors and fix their remuneration.

June 17, 2025
Dhaka.

Link to join
26th AGM 2025

Operation Manual
of Virtual AGM

By order of the MTB Board of Directors
Sd/-
Rais Uddin Ahmad
Group Company Secretary

Notes:

i. The shareholders whose names appeared in the Members/Depository Register under Central Depository System (CDS) on the Record Date i.e. May 22, 2025, are eligible to participate and vote in the Annual General Meeting (AGM) and receive dividend as per terms of letter and/or directives of the Commission and upon receiving NOC from the Stock Exchanges.
ii. The Board of Directors have recommended 10.00% (Ten percent) Dividend in the form of Stock.
iii. Pursuant to the Bangladesh Securities and Exchange Commission's Directives, the AGM will be held virtually using digital platform.
iv. The shareholders may cast their vote (e-vote) using online platform, which will be opened 48 hours prior to start of AGM as per the Bangladesh Securities and Exchange Commission's (BSEC) Directives.
v. The shareholders will be able to post/submit their questions/comments electronically to https://mutualtrustbank.bdvirtualagm and may also email to share@mutualtrustbank.com or board@mutualtrustbank.com 48 hours before the AGM.
vi. To login into the system, the shareholders need to put their 16-digit Beneficial Owner (BO) s' Number / Folio number(s) and other credentials (such as, nos. of shares held, mobile number, etc.) as a proof of their identity. Link of the meeting is https;//mutualtrustbank.bdvirtualagm.com, which will also be notified to the respective shareholders' email addresses. Full login/participation process for the Digital Platform meeting will be sent through email, which will also be available at the bank's website: https://www.mutualtrustbank.com
vii. The shareholders were requested to update their details (i.e., email ID, contact number, present address, e-TIN number, etc. through their Depository Participants (DPs), before Record Date (May 22, 2025), which was mentioned in the Price Sensitive Information dated April 28, 2025, published on April 29, 2025, to get the Virtual AGM invitation. However, the shareholders who are yet to update their details in the BO ID information through their respective DPs, and shareholders having paper shares are yet to submit details to get the invitation, are requested to submit their details to the MTB Share Department or aforementioned email addresses, before June 25, 2025.
viii. The Merchant Banks, and Stock Brokers, who have yet to submit hard and soft copies of lists of their margin loan clients, are once again requested to send hard copies and email the soft copies of the lists of their margin clients (in MS Excel format) with all required information before June 25, 2025, for facilitating Stock Dividend, as per lists.
ix. Pursuant to the Bangladesh Securities and Exchange Commission's (BSEC) Notification, the soft copies of the Annual Report 2024, will be sent to the email addresses of the shareholders available in the respective Beneficial Owner (BO) Accounts maintained with the Depository Participants (DPs) on the Record Date. The Annual Report 2024, will also be available at the bank's website:https://www.mutualtrustbank.com
x. A shareholder is entitled to attend and vote at the AGM (virtually) may appoint a Proxy to attend and take part in electronic voting (e-voting) in his/her stead. A copy of "Proxy Form", duly signed and affixed with requisite revenue stamp must be sent to the MTB Share Department with requisite stamps, as per Stamp Act, to the aforementioned email IDs, no later than 48 hours before commencement of the AGM.
xi. In compliance with the Bangladesh Securities & Exchange Commission (BSEC) Notification No. SEC/CMRRC-D/2009-193/154 dated October 24, 2013 "No benefit in cash or kind, other than in the form of stock dividend, shall be paid to the shareholders at the 26th AGM".