

NOTICE OF THE 31ST ANNUAL GENERAL MEETING

Notice is hereby given that the 31st (Thirty-First) Annual General Meeting of Delta Life Insurance Company Limited will be held on **June 11, 2017, Sunday, at 10:30 A.M. at “Delta Life Tower,” Plot # 37, Road # 90, Gulshan-2, Dhaka-1212** to transact the following businesses:

AGENDA

1. To receive, consider and adopt the Audited Financial Statements for the year ended 31st December 2016 together with the reports of the Auditors and Directors thereon.
2. To declare dividend for the year ended 31st December 2016 as recommended by the Board of Directors.
3. To elect/ re-elect Director(s) as per Articles of Association of the Company.
4. To appoint Auditor(s) of the Company for the year 2017 and to fix their remuneration.

Dated: Dhaka
May 21, 2017

By order of the Board of Directors

Sd/-
(Chowdhury Qamrul Ahsan)
Executive Director (HRD & DLTI)
& In-charge, Board Affairs

Notes:

- a) Shareholders whose names appear in the Depository Register/ Share Register on the '**Record Date**' i.e. **May 25, 2017** shall be eligible to attend the 31st Annual General Meeting (AGM) and receive the **Dividend**.
- b) The Board of Directors recommended **Cash Dividend of 20 per cent or Tk.2.00 per share of Tk.10/- each** for the year 2016.
- c) In accordance with the Articles of Association of the Company Directors shall retire at the AGM for the year 2016 and may, if eligible, offer themselves for re-election.
- d) A member entitled to attend and vote at the AGM may appoint a proxy who **must** be a shareholder of the Company to attend and vote in his/her stead. The "Proxy Form", duly filled & stamped at **Tk.20/-** must be deposited at the Registered Office of the Company no later than 48 (forty eight) hours before commencement of the AGM.
- e) Shareholders bearing BO ID number are requested to update their respective BO ID with **12 Digits Taxpayer's Identification Number (e-TIN), Bank Account, address and Mobile Number** etc. through their Depository Participant (DP) before the '**Record Date**'.
- f) Shareholders bearing Folio Numbers are requested to submit their **12 Digits Taxpayer's Identification Number (e-TIN)** to the Share Department of the Company before the '**Record Date**'; failing which Income Tax at Source will be deducted from cash dividend @ 15% instead of 10% as per Income Tax Ordinance 1984 under section 54.
- g) **Depository Participants (DPs) are requested to provide us the detail (Shareholders name, BO ID, client-wise shareholding position, applicable tax rate and dividend amount) of their margin loan holders who holds Delta Life shares at the 'Record Date', along with the name of the contact person in this connection, to the Company's Share Department on or before June 04, 2017. Depository Participants (DPs) are also requested to provide us with their Bank Account name & number, routing number etc.**
- h) In case of non-receipt of Annual Report -2016 of the Company sent through courier, Members may collect the same from the Company's Share Dept. within June 08, 2017. No additional Annual Reports will be distributed at the venue of AGM. Soft copy of the Annual Report is available in the Company's website: www.deltalife.org

N.B: No gift or benefit in cash or kind shall be paid/ offered to the hon'ble Shareholders in the 31st AGM of the Company as per BSEC Circular No.SEC/CMRRCD/2009-193/154 dated 24.10.2013 and subsequently as per Regulation 24 (2) of the Listing Regulations, 2015 of both the Stock Exchanges (DSE & CSE).