## **Digital AGM User Guide** (Shareholder)

# ইনডেকা এগ্ৰো ইভাস্ট্ৰিজ লিমিটেড ২১তম বার্ষিক সাধারণ সভা



🔞 📊 🌅 🥳 তারিখ: বৃহস্পতিবার ০৯ ডিসেম্বর, ২০২১ খ্রি.

সময়: সকাল ১১:০০ ঘটিকা

স্থান: ডিজিটাল প্ল্যাটফর্ম

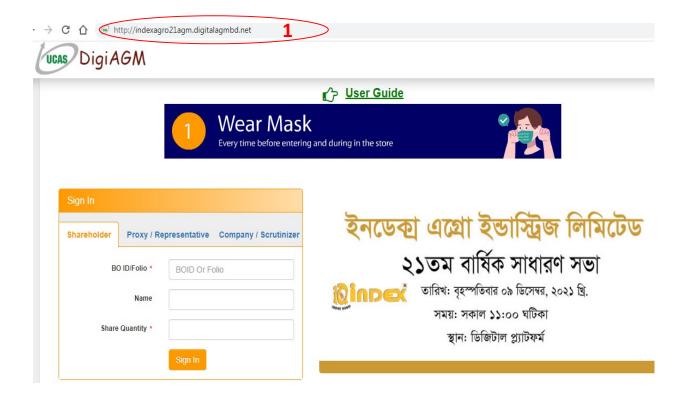
#### **CONDUCTED BY:**

### **United Corporate Advisory Services** Limited



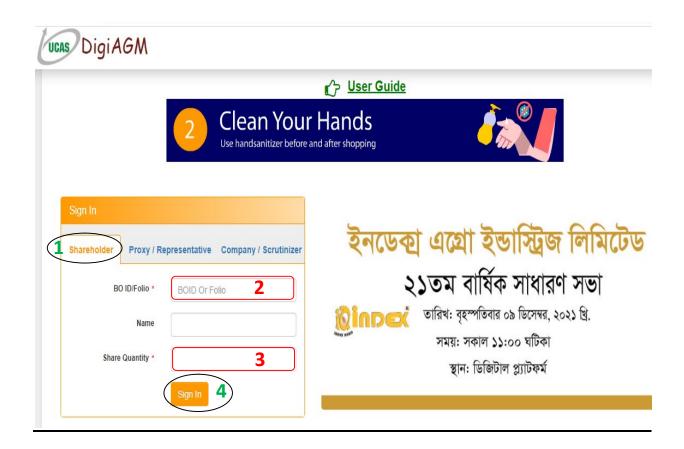
#### **Digital AGM User Guide (Shareholder):**

Open any web browser (Google Chrome, Microsoft Edge, Internet Explorer and Mozilla Firefox) and please write (<a href="http://indexagro21agm.digitalagmbd.net">http://indexagro21agm.digitalagmbd.net</a>) URL in the URL/Browser box;



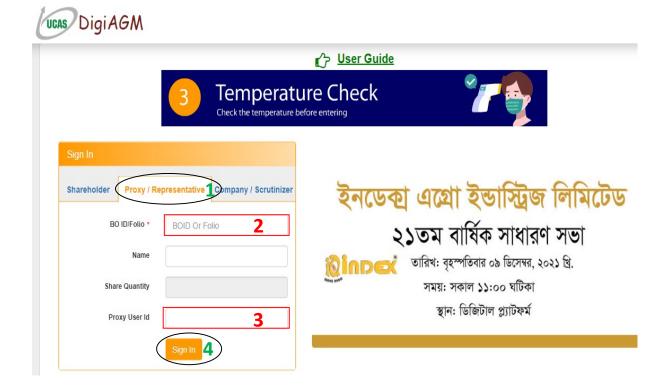
#### Sign In As a Shareholder:

- 1. Click Shareholder Tab;
- 2. Please Enter your BO ID/Folio in the BO ID/Folio Textbox;
- Enter your Holding share quantity in the Share Quantity Textbox as on 'Record Date';
- 4. Click Sign In Button for Login;



#### Sign In As Proxy:

- Click Proxy Tab;
- 2. Enter Original Shareholder's BO ID/Folio in the BO ID/Folio Textbox;
- 3. Enter Proxy Shareholder's User ID Textbox;
- 4. Please click Sign in Button to Login;



#### Sign In As Company/Scrutinizer (DSE, CSE):

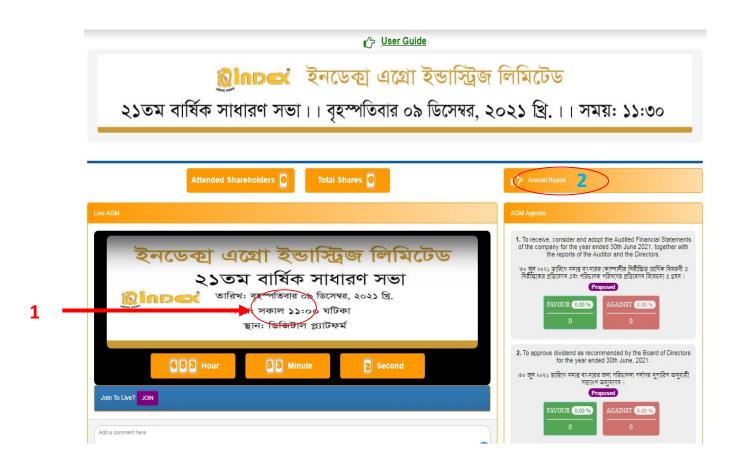
- 1. Click Company/Scrutinizer (DSE, CSE, ACS or FCS) Tab;
- 2. Enter Company/Scrutinizer User ID in the User ID Text box;
- 3. Please Enter your Password;
- 4. Please click Sign in Button to Login;





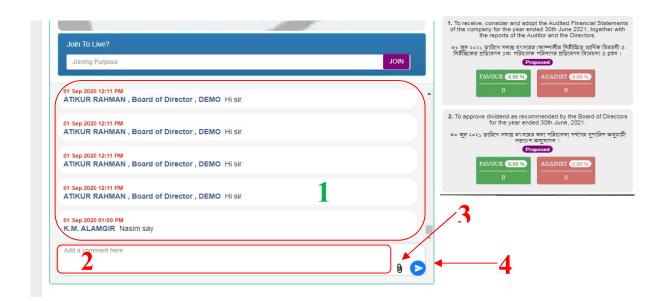
#### **View the Live Streaming, Annual Report:**

- 1. view the Live Streaming of AGM
- 2. Click Annual Report Link to view company's annual report;



#### **Comments**

- 1. You can see all comments/file in the comment list
- 2. Write your opinion/comment/question in the Comment box
- **3.** Click attachment and select file for attaching any document/image/recording or any other file
- 4. Click send button for sending comment



#### **Voting System:**

- 1. If you want to favor the proposed agenda click Favor/Yes button;
- If you want to vote against the proposed agenda click Against/No button;

