

Digital EGM User Guide (for honorable Shareholders):

Open any web browser (Google Chrome, Microsoft Edge, Internet Explorer and Mozilla Firefox) and please write (<http://indexagro5egm.digitalegmbd.net>) URL in the URL/Browser box;

The screenshot shows the browser address bar with the URL indexagro5egm.digitalegmbd.net. The website header includes the UCAS DigiEGM logo and the INDEX agro industries Ltd. logo. The main content area features a 'Sign In' form with three tabs: 'Shareholder', 'Proxy / Representative', and 'Company / Scrutinizer'. The 'Shareholder' tab is selected. The form fields are: 'BO ID/Folio *' (containing 'BOID Or Folio'), 'Name', and 'Share Quantity *'. A 'Sign In' button is located below the fields. To the right of the form, there is a banner for the 'মে বিশেষ সাধারণ সভা' (Special General Meeting) with the following details: 'তারিখ: বৃহস্পতিবার, ২০ জুলাই ২০২৩ খ্রি.' (Date: Thursday, 20 July 2023), 'সময়: সকাল ১১:০০ ঘটিকা' (Time: 11:00 AM), and 'স্থান: ডিজিটাল প্ল্যাটফর্ম' (Venue: Digital Platform).

Sign In as a Shareholder:

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

This screenshot is identical to the previous one but includes red annotations: a '1' in a circle around the 'Shareholder' tab, a '2' in a circle around the 'BO ID/Folio' text box, a '3' in a circle around the 'Share Quantity' text box, and a '4' in a circle around the 'Sign In' button.

Sign In as Proxy:

1. 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;

This screenshot shows the 'Sign In' page with the 'Proxy / Representative' tab selected. The form fields are: 'BO ID/Folio *' (containing 'BOID Or Folio'), 'Name', 'Share Quantity', and 'Proxy User Id' (containing a redacted user ID). A 'Sign In' button is located below the fields. The annotations are: a '1' in a circle around the 'Proxy / Representative' tab, a '2' in a circle around the 'BO ID/Folio' text box, a '3' in a circle around the 'Proxy User Id' text box, and a '4' in a circle around the 'Sign In' button. The right-side banner is the same as in the previous screenshots.