<u>Digital AGM User Guide</u> (Shareholder)



Venue: Digital Platform

16th Annual General Meeting

Date: 31 December 2020, Thursday, 11:00 AM

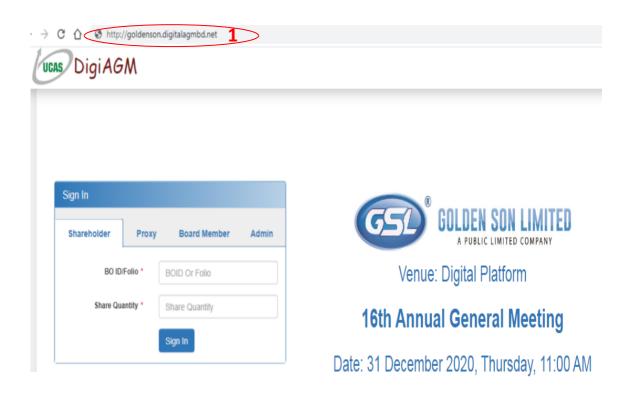
CONDUCTED BY:

United Corporate Advisory Services Limited



Digital AGM User Guide (Share Holder):

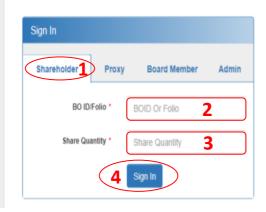
 Open any web browser (Google Chrome, Microsoft Edge, Internet Explorer and Mozilla Firefox) and please Write http://goldenson.digitalagmbd.net URL in the URL/Browser box;



Sign In As a Shareholder:

- 1. Click Shareholder Tab;
- 2. Please Enter your BOID/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;







Venue: Digital Platform

16th Annual General Meeting

Date: 31 December 2020, Thursday, 11:00 AM

Sign In As Proxy:

- Click Proxy Tab;
- 2. Enter Original Shareholder's BOID/Folio in the BO ID/Folio Textbox;
- **3.** Enter Original Shareholder's Share Quantity in the Share Quantity Textbox;
- 4. Enter Proxy Shareholder's BOID/Folio in the Proxy BO ID/Folio Textbox;
- **5.** Enter Proxy Shareholder's Share Quantity in the Proxy Share Quantity Textbox:
- **6.** Please click Sign in Button to Login;

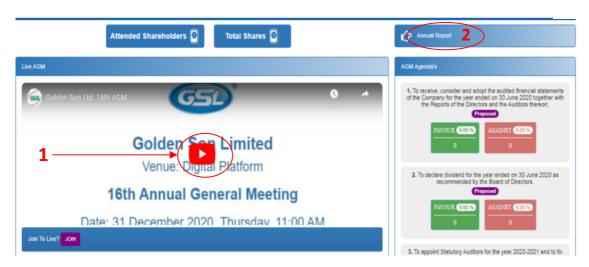


View the Live Streaming, Annual Report:

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

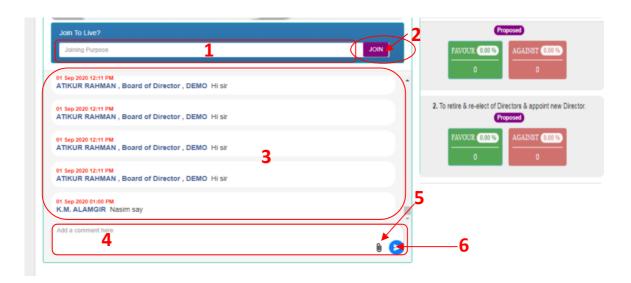


16th ANNUAL GENERAL MEETING Thursday 31 December, 2020 Time: 11:00 AM



Joining Request & Comments:

- 1. If you want to join live AGM video for speech or any other reason write joining purpose in the Joining Purpose textbox;
- 2. Click Join Button for request to join live. You are in waiting list for joining live. You will get a **Video Call** from company when they want you to join;
- **3.** You can see all comments/file in the comment list;
- **4.** Write your opinion/comment/question in the Comment box;
- 5. Click attachment and select file for attaching any document/image/recording or any other file;
- **6.** Click send button for sending comment;



Voting System:

- 1. If you want to favor the proposed agenda click Favour button;
- 2. If you want to vote against the proposed agenda click Against button;
- 3. Share Quantity of voted Shareholders;
- 4. Share Percentage of voted Shareholders;



16th ANNUAL GENERAL MEETING Thursday 31 December, 2020 Time: 11:00 AM

