

Virtual AGM Attendance Procedure

In order to avoid large gathering at one place and to maintain Physical distancing the Bangladesh Securities and Exchange Commission issued an Order (**No. SEC/SRMRC/04-231/25 dated 08 July 2020**) regarding holding AGM/EGM of listed companies and ordered to use digital platform at different locations considering the geographical dispersal of its members/shareholders. To comply with the said order, the Board of Director of Premier Cement Mills PLC decided to hold its 20th Annual General Meeting in virtual manner by using digital platform. The digital platform is expected to make sure shareholder's attendance and take part from any place around the world. The procedure of attendance at virtual AGM are as follows:

- Step-1: Please check whether you are the Shareholder of Premier Cement Mills PLC as on "Record Date" i.e., **March 6, 2023**.
- Step-2: Please visit <https://premiercement20agm.digitalagmbd.net> from your laptop, tablet and smartphone.
- Step-3: Please put your 16-digit BO ID and number of shares as on record date i.e., **March 6, 2023** as a proof of your identity to log-in the system.
- Step-4: Please acknowledge regulatory directives and company communication mode to the public for attending the AGM in digital platform.

The screenshot shows the DigiAGM interface. At the top, there is a 'User Guide' link and a 'Temperature Check' banner with a thermometer icon and the text 'Check the temperature before entering'. Below this is a 'Sign In' form with three tabs: 'Shareholder', 'Proxy / Representative', and 'Company / Scrutinizer'. The 'Shareholder' tab is selected. The form has three input fields: 'BO ID/Folio *' (with a sub-label 'BOID Or Folio'), 'Name', and 'Share Quantity *'. A 'Sign In' button is at the bottom of the form. To the right of the form, there is a red and white logo for 'প্রিমিয়ার সিমেন্ট মিলস পিএলসি' and the text '২০তম বার্ষিক সাধারণ সভা'. Below this, the date and time are listed: 'তারিখ: মঙ্গলবার ২৮ মার্চ, ২০২৩ খ্রি.' and 'সময়: সকাল ১১:০০ ঘটিকা'. The location is 'স্থান: ডিজিটাল প্ল্যাটফর্ম'.