

HEIDELBERGCEMENT BANGLADESH LTD.

34th Annual General Meeting

QUICK USER GUIDE OF **Virtual AGM Platform** **For** **Shareholder (Individual/company/proxy)**

If you need assistance with system login/Share/BO ID or Folio please get in touch with:

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Prepared by
[COMJAGAT TECHNOLOGIES](#)

AGM Link: <https://agmbd.live/heidelbergcement2023>

QR Code:



AGM portal login Interface

The screenshot displays the AGM portal login interface for HeidelbergCement Bangladesh Ltd. The header includes the company name in Bengali and English, and the event details: "34th Annual General Meeting (Virtual)" on June 13, 2023. The main content area features three login sections: "Login as Shareholder" with tabs for Individual, Company, and Proxy; "Login as Board Member / Company Secretary"; and "Login as Official / Auditor / Scrutinizer / BSEC / DSE / CSE". Each section contains a "Login ID" field and a "Login" button. The footer includes the company name, "Shareholders' User Guide | Annual Report 2022", "Powered By ComJagat Technologies Limited", and "GOCON v 2.3.0".

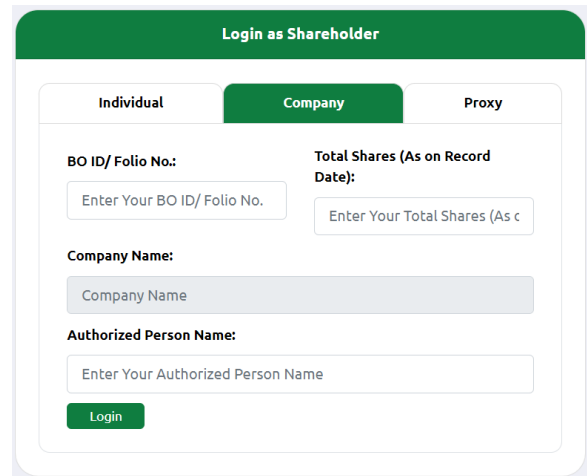
Individual Login Interface

- ✓ Click “**Individual**” Tab.
- ✓ Enter your correct BO ID/Folio Number.
- ✓ Shareholder’s Name will show automatically.
- ✓ Cursor will blink in total share field.
- ✓ Enter your correct Total share as on record date.
- ✓ Enter Mobile Number To get OTP
- ✓ Correct Information will allow an **Individual shareholder to log in.**

This is a detailed view of the "Individual Login" form within the "Login as Shareholder" section. It features three tabs: "Individual" (selected), "Company", and "Proxy". The form includes the following fields: "BO ID/ Folio No.:" with a text input field containing the placeholder "Enter Your BO ID/ Folio No."; "Shareholder's Name:" with a text input field containing the placeholder "Shareholder's Name"; and "Total Shares (As on Record Date):" with a text input field containing the placeholder "Enter Your Total Shares (As on Record Date)". A green "Login" button is positioned at the bottom of the form.

Company Login Interface

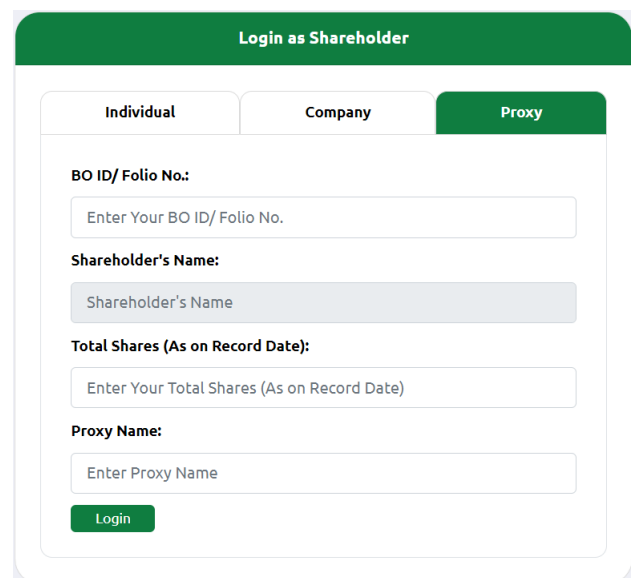
- ✓ Click “**Company**” Tab.
- ✓ Enter correct BO ID/ Folio Number of your Company.
- ✓ The Company Name will show automatically.
- ✓ Cursor will blink in total share field.
- ✓ Enter your correct Total share as on record date.
- ✓ **Authorized person name** will be the person who will be assigned from the specific company. In attendance report that name will be counted.
- ✓ Correct Information will allow a **Company shareholder to login.**



The screenshot shows the 'Login as Shareholder' interface with the 'Company' tab selected. The form includes fields for 'BO ID/ Folio No.', 'Total Shares (As on Record Date)', 'Company Name', and 'Authorized Person Name', along with a 'Login' button.

Proxy Login Interface

- ✓ Click “**Proxy**” Tab.
- ✓ Enter your correct BO ID/Folio Number.
- ✓ Shareholder’s Name will show automatically.
- ✓ Cursor will blink in total share field.
- ✓ Enter your correct Total share as on record date.
- ✓ **Proxy name** will come automatically.
- ✓ Correct Information will allow a **Proxy shareholder to log in**



The screenshot shows the 'Login as Shareholder' interface with the 'Proxy' tab selected. The form includes fields for 'BO ID/ Folio No.', 'Shareholder's Name', 'Total Shares (As on Record Date)', and 'Proxy Name', along with a 'Login' button.

Shareholder Landing Page

৩৪তম বার্ষিক সাধারণ সভা (ভার্চুয়াল)
হাইডেলবার্গসিমেন্ট বাংলাদেশ লিমিটেড
তারিখ: ১৩ জুন ২০২৩

**HEIDELBERGCEMENT
BANGLADESH LTD.**

34th Annual General Meeting (Virtual)
HeidelbergCement Bangladesh Ltd.
Date: 13 June 2023

Total Shareholders' Attendance: 1 Total Shares: 0

Comjagat Technologies Logout

Agenda

Ordinary Business Agenda-01
To receive, consider and adopt the Audited Accounts of the Company for the year ended 31 December 2022 together with the Reports of the Auditors and the Directors thereon.

Favor 0%
0

Against 0%
0

Vote Here

Ordinary Business Agenda-02
To approve dividends as recommended by the Board of Directors.

Comments/মন্তব্য

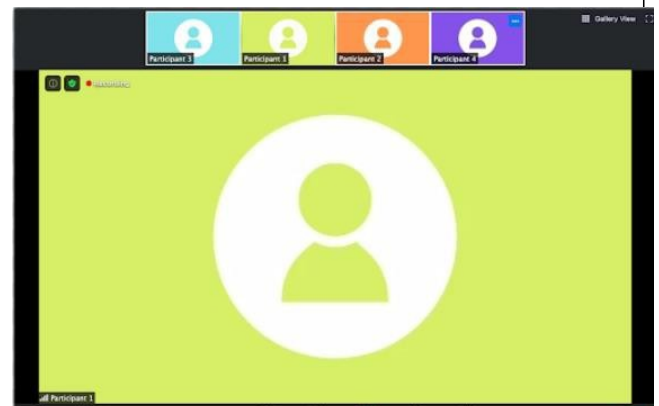
Type a Message Send

HeidelbergCement Bangladesh Ltd. Shareholders' User Guide | Annual Report 2022
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If Video get Paused or Video Loading Error due to Internet Failure or Bandwidth Dropout. Please Refresh the Page.

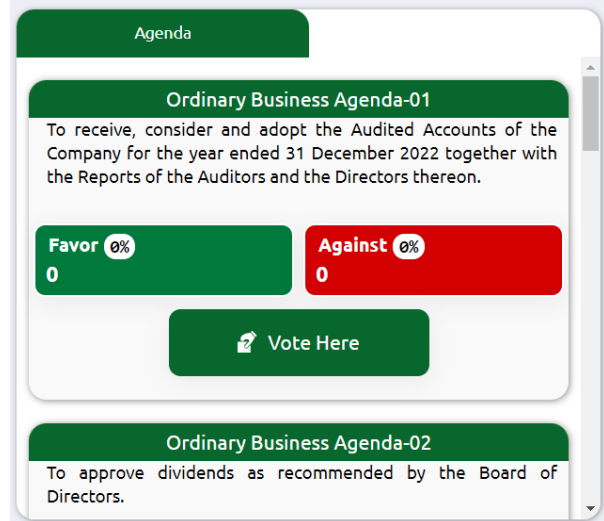
Video Conference of Board Member:

- In this window shareholder can see Live Video Conference of Board members.



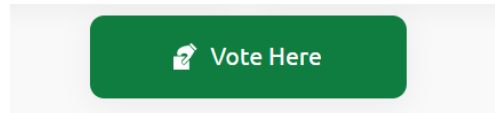
Agenda:

- ✓ Shareholder can see all agenda of the current AGM from the middle window.



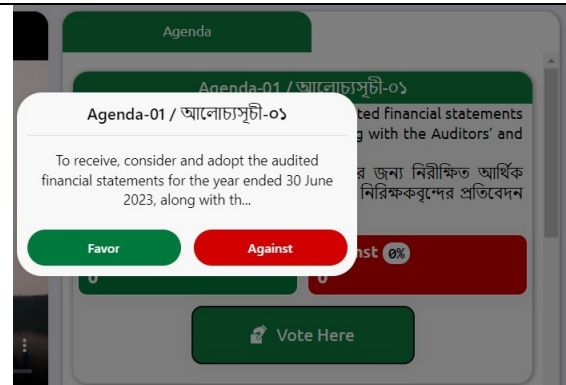
Voting Feature:

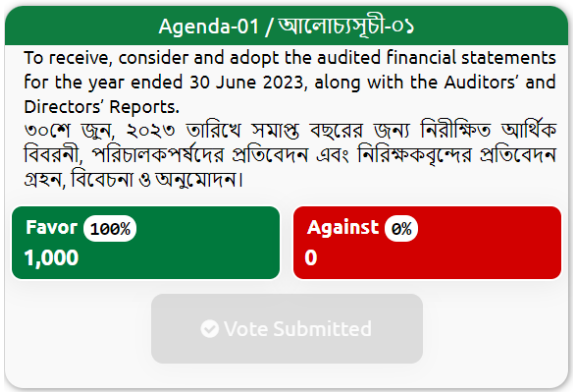

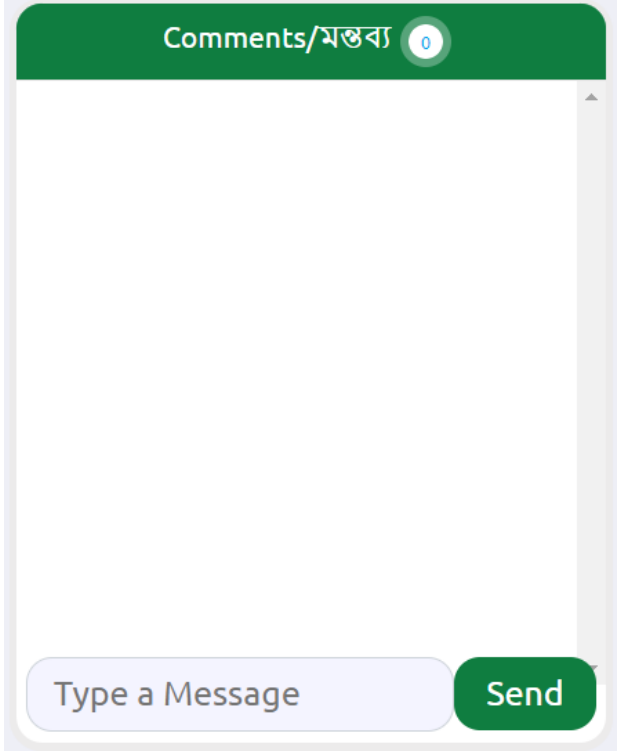
- ✓ To submit vote Click “Vote here” button
- ✓ A person can give vote once for one agenda.
- ✓ After giving vote, “Vote Here” button will be disabled for that person.

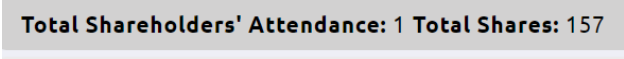
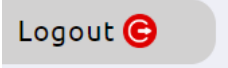


To Submit Vote:

- ✓ Shareholder can give vote in Favor /against from the Pop-Up Window.



<p>Vote Submitted:</p> <ul style="list-style-type: none"> ✓ Vote Submitted Message will ensure that your vote has been submitted 	
<p>Live Voting Result:</p> <ul style="list-style-type: none"> ✓ Total vote count and voting percentage will be shown under each Agenda. ✓ Voting result count as how may share is hold by shareholders. 	
<p>Comment:</p> <ul style="list-style-type: none"> ✓ Type your comments in Bangla (Unicode) / English in “Type a message” field. ✓ Click the send button / Press enter from keyboard ✓ You will get a confirmation message as “Message sent successfully”. 	

<p>Shareholders' Attendance:</p> <ul style="list-style-type: none">Shareholder can see total shareholder attendance and total shares.	
<p>Logout:</p> <ul style="list-style-type: none">By clicking the log out button shareholder can logout from the interface.	

Contact Details

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