Reckitt Benckiser (Bangladesh) PLC's AGM System Manual

Online AGM & e-voting system with this simple step for Shareholder:

Supported Browser: Latest version of

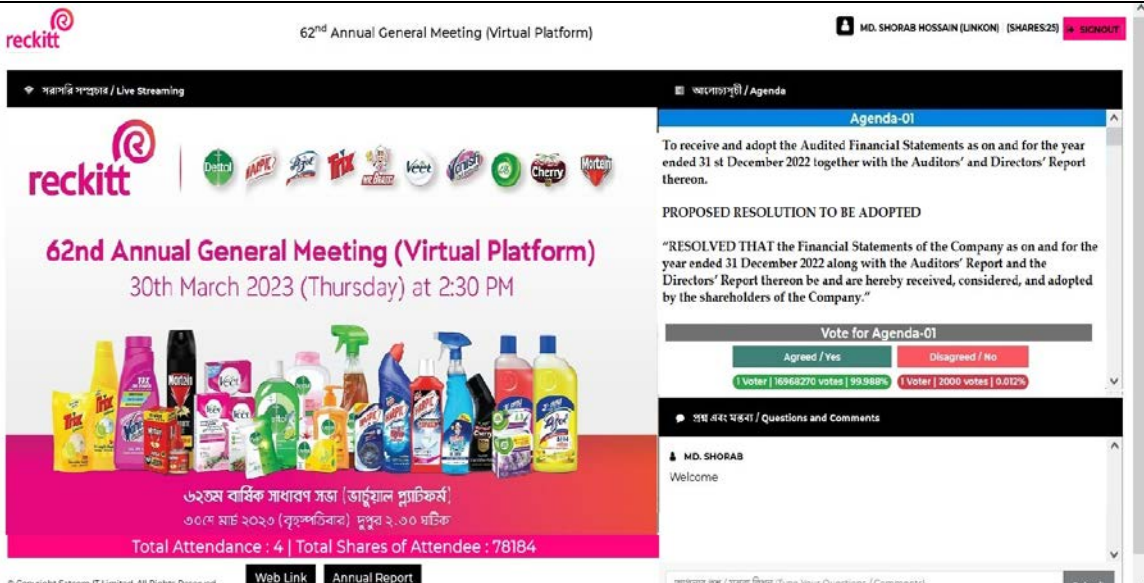**Google Chrome** 🌐, **Microsoft Edge** 🌐, **Opera** 🅾, **Safari** 🧭, **Mozilla Firefox** 🦊

Supported Device: Laptop, Desktop, Tab, Mobile (android/ iPhone)

Step - 1	**Log in to the link-** # https://reckitt.bdvirtualagm.com

	Log on Interface	
	Before Activation	**After Activation**
Step - 2	**62nd AGM will be held on 30th March 2023 (Thursday) at 02.30 P.M.** **Login process activation on 29th March 2023 (Wednesday) within 01.30 P.M.**	**Sign In** BO/Folio/Admin/Scrutinizer ID:* 👤 Type your ID [Next] Web Link · Annual Report · Notice download · User Manual

Step - 3	**Login screen:** a) Type **16 digit BO** number or **6 digit Folio** number* b) Click **Next** button then c) Click **Login** button	**Sign In** BO/Folio/Admin/Scrutinizer ID:* 👤 Type your ID [Next] আপনার আই.ডি. লিখুন **Sign In** BO/Folio/Admin/Scrutinizer ID:* 👤 1201470000000000 ✓ [Reset] [Login]

Step - 4	**Shareholders can see:** a) **Live Streaming,** b) **Total attendance (Number of Shareholders with Total Shares),** c) **Agenda & Agenda wise voting result** d) **Question & Comments.**

Step - 5

Shareholders can do:
Shareholders can vote (**Yes** / **No**) for any Agenda
Click on **Green** Button **For Favor** or
Click on **Red** Button **For Against**

≡ আলোচ্যসূচী / **Agenda**

Agenda-01

To receive and adopt the Audited Financial Statements as on and for the year ended 31 st December 2022 together with the Auditors' and Directors' Report thereon.

PROPOSED RESOLUTION TO BE ADOPTED

"RESOLVED THAT the Financial Statements of the Company as on and for the year ended 31 December 2022 along with the Auditors' Report and the Directors' Report thereon be and are hereby received, considered, and adopted by the shareholders of the Company."

Vote for Agenda-01

Agreed / Yes	Disagreed / No
1 Voter | 16968270 votes | 99.988%	1 Voter | 2000 votes | 0.012%

Step - 6

Shareholders can do:
Shareholder can submit Question or Comments.
Type your Question or Comments (English or Bangla) then click **Submit** Button.

প্রশ্ন এবং মন্তব্য / **Questions and Comments**

আপনার প্রশ্ন / মন্তব্য লিখুন (Type Your Questions / Comments)   **Submit**

Step - 7

Shareholders can download:
On login screen- Annual Report, Notice, User Manual & can see company's web site

Web Link	Annual Report	Notice download	User Manual

On live streaming screen - Annual Report & can see company's web site

Web Link	Annual Report