

## Virtual AGM Attendance Procedure

Southeast Bank PLC. convened its 31<sup>st</sup> Annual General Meeting (AGM) virtually through digital platform on Thursday, July 23, 2026 at 11.30 a.m.. In compliance to the directives and orders issued by the Bangladesh Securities and Exchange Commission (BSEC). The compliance included BSEC's Order No. SEC/ SRMIC/94-231/25 dated July 8, 2020; BSEC's Directive No. BSEC/CMRRCD/2009-193/08 dated March 10, 2021; SEC/ SRMIC/94-231/91 dated March 31, 2021 and with additional instructions outlined in the directives referenced as BSEC/ICAD/SRIC/2024/318/09 dated January 16, 2024 and DSE Letter No. DSE-Listing/264/2024/2117\_135 dated March 31, 2024 respectively.



**Date**

Thursday, 23 July 2026



**Time**

AGM: 11.30 a.m.



**Live Webcast**

<https://southeastbank.bdvirtualagm.com>

Shareholders/Members are requested to attend/participate in the Bank's 31<sup>st</sup> AGM by considering the following procedures:

### LOGGING PROCEDURE

**step 01**



Please confirm whether you are a shareholder/member of Southeast Bank PLC. as on "Record Date" i.e. **May 21, 2026**.

**step 02**



Please visit for visit for **<https://southeastbank.bdvirtualagm.com>** from your Desktop/Laptop/Smartphone

**step 03**



Please click on the link and put your 16-digit BOID/Folio number and other credentials as proof of your identity to login in the system.

### SECTION OF THE AGM WEBSITE

This section will show the webcast of virtual AGM by using digital platform.

**Live Streaming**

This section will preserve your questions/comments before commencement of the AGM and during the AGM. Additional to this, the participants can send their queries and comments directly to **[irdsebl@southeastbank.com.bd](mailto:irdsebl@southeastbank.com.bd)** or in writing.

Southeast Bank PLC. will try to answer all relevant questions during the live Q & A session of AGM but reserves the right to edit and/or reject questions if it deems irrelevant or inappropriate.

**Register of Questions or Comments**

This section will show the total attendance of present shareholders and shareholdings at their possession.

**Attendance with No. of Share**

This section will show the agenda for the meeting with options for proposing, seconding, agreeing or disagreeing of the individual agenda.

**Agenda List**

### TECHNICAL GUIDANCE

If you face any difficulties regarding the login process to participate in the virtual AGM through the link **<https://southeastbank.bdvirtualagm.com>**, please call before or during the AGM to +8801700706532 or visit **[www.southeastbank.com.bd](http://www.southeastbank.com.bd)**