Paramount Insurance Company Limited

23rd ANNUAL GENERAL MEETING

QUICK USER GUIDE
OF
VIRTUAL AGM PLATFORM
FOR
SHAREHOLDER
(Individual/ company /proxy)

Prepared by
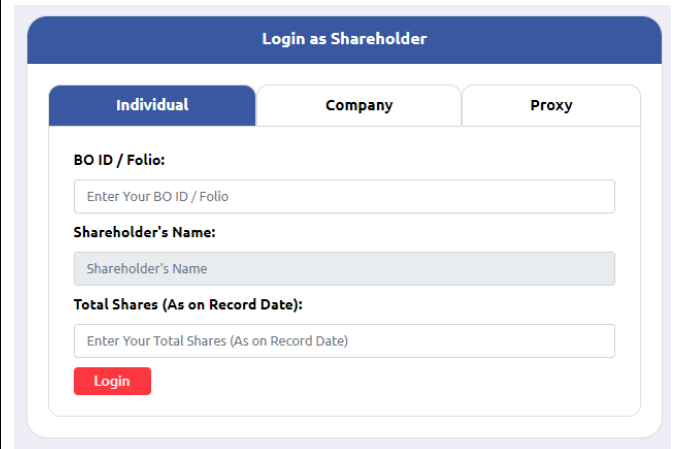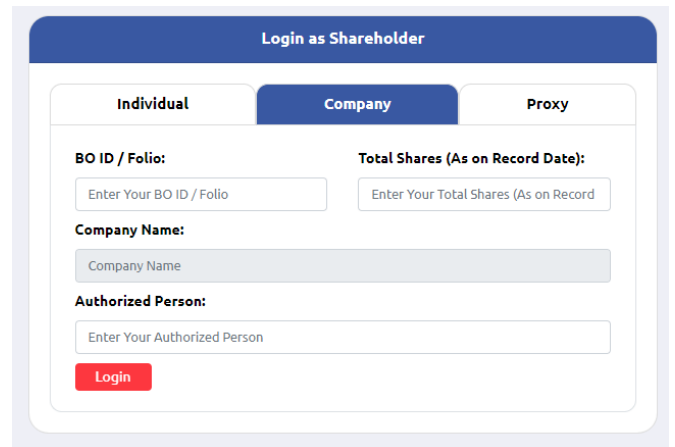
COMJAGAT TECHNOLOGIES

Shareholder Interface

Individual Login Interface

- Click **"Individual"** Tab.
- Enter your correct BO ID/Folio Number.
- Name of shareholder will come automatically.
- Cursor will blink in total share field.
- Enter your correct Total share as on record date.
- Correct Information will allow an **Individual shareholder to log in.**

Company Login Interface

- Click **"Company"** Tab.
- Enter correct BO ID/ Folio Number of your Company.
- Name of Company will come 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.
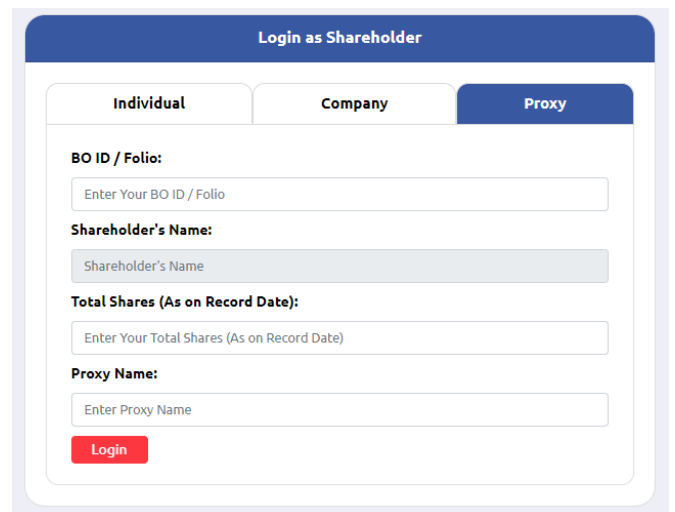- Correct Information will allow a **Company shareholder to login.**

Proxy Login Interface

- Click **"Proxy"** Tab.
- Enter your correct BO ID/Folio Number.
- Name of shareholder will come 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**

Shareholder Landing Page

If Video get Paused or Video Loading Error due to Internet Failure or Bandwidth Dropout Please Refresh the Page.
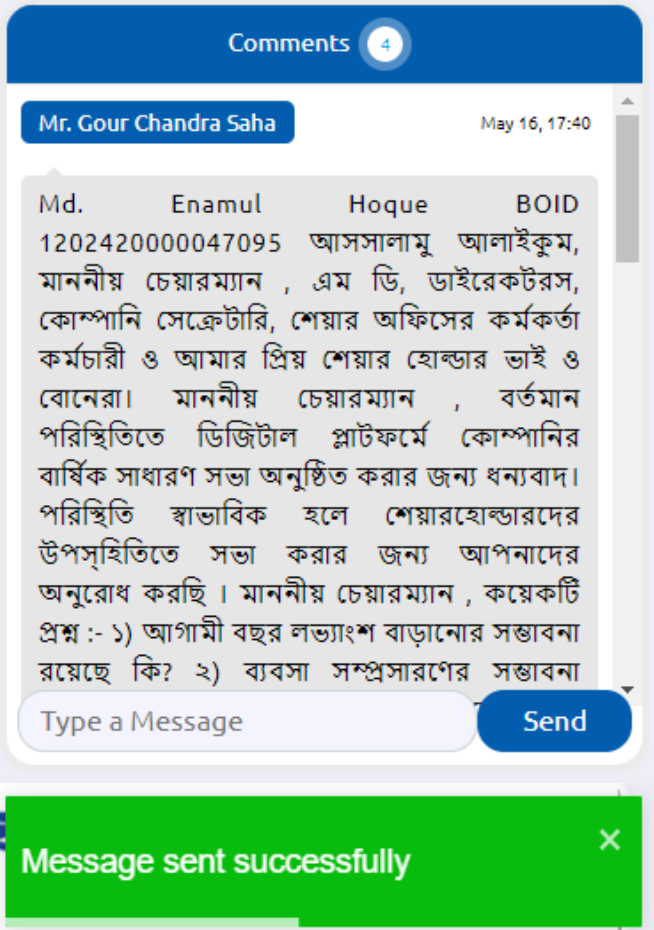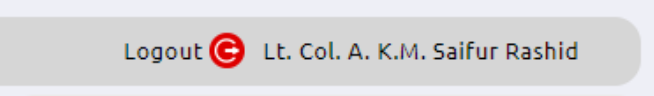
Video Conference of Board Member:

- In this window shareholder can see Live Video conference of Board member.

Agenda:

- Share holder can see all agenda of the current AGM at the middle window.

Voting Feature:

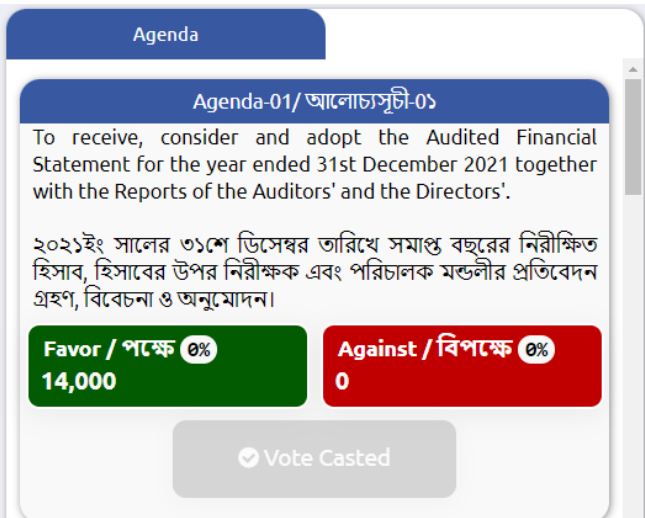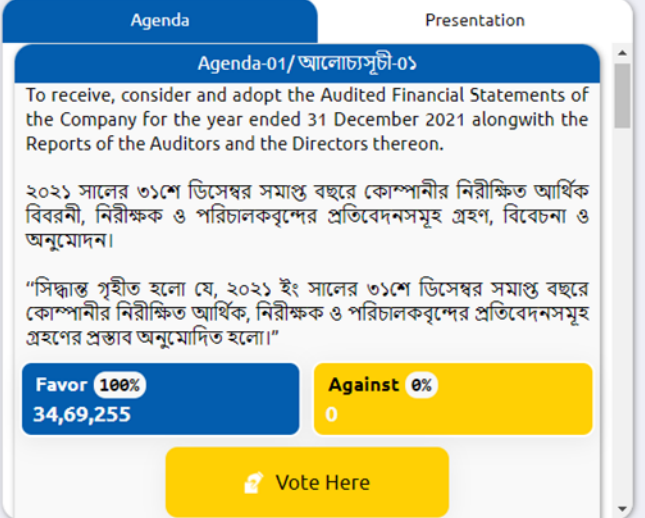- To submit vote Click **"Vote here"** button
- A person can give vote once for one agenda.
- After giving vote**, "Vote Here"** button will be disabled for that person.

To Submit Vote:

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

Vote Casted

- Vote Casted Message will ensure that your vote has been submitted

Live Voting Result:

- Total vote count and voting percentage will be shown under each Agenda.
- Voting result count as how may share is hold by shareholders.

Comment:

- Type your comments in Bangla / English in **"Type a message"** field.
- Click the send button / Press enter from keyboard
- You will get a confirmation message as **"Message sent successfully"**.

Comments ④

Mr. Gour Chandra Saha — May 16, 17:40

Md. Enamul Hoque BOID 1202420000047095 আসসালামু আলাইকুম, মাননীয় চেয়ারম্যান , এম ডি, ডাইরেকটরস, কোম্পানি সেক্রেটারি, শেয়ার অফিসের কর্মকর্তা কর্মচারী ও আমার প্রিয় শেয়ার হোল্ডার ভাই ও বোনেরা। মাননীয় চেয়ারম্যান , বর্তমান পরিস্থিতিতে ডিজিটাল প্লাটফর্মে কোম্পানির বার্ষিক সাধারণ সভা অনুষ্ঠিত করার জন্য ধন্যবাদ। পরিস্থিতি স্বাভাবিক হলে শেয়ারহোল্ডারদের উপস্হিতিতে সভা করার জন্য আপনাদের অনুরোধ করছি । মাননীয় চেয়ারম্যান , কয়েকটি প্রশ্ন :- ১) আগামী বছর লভ্যাংশ বাড়ানোর সম্ভাবনা রয়েছে কি? ২) ব্যবসা সম্প্রসারণের সম্ভাবনা

Type a Message | Send

Message sent successfully ✕

Attendance

- Shareholder can see total shareholder attendance.

Total Attendance: 1 Total Shares: 1000

Logout
- By clicking the log out button Member can logout from the interface.

Logout Ⓖ Lt. Col. A. K.M. Saifur Rashid

Contact Details

Comjagat Technologies

House-29 (M-A), Road-6, Dhanmondi, Dhaka-1205

Sales: 01711936465, 01670223187

E-Mail: mehbuba.gulshan@e-jagat.com

masum@e-jagat.com

Web: gocon.live

Facebook:www.facebook.com/GOCON.OFFICIAL