

CDBL Operating Instruction – 123 –18

6th February 2018

To: All Issuers

Information of Securities

Bangladesh Securities and Exchange Commission (BSEC) has directed CDBL vide its letter under reference BSEC/CDS/2015/124 dated 30th January 2018 to enter the information of paper securities of the issuer Companies into the Central Depository System (CDS). The content of the directive is reproduced below:-

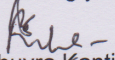
সিডিবিএল ইস্যুয়ারের বিদ্যমান কাগজে সিকিউরিটিজ সম্পর্কিত তথ্য (পরিশোধিত মূলধনের সাথে সমন্বয়পূর্বক প্রতিটি সিকিউরিটিজের স্বতন্ত্র বা distinctive নম্বরসহ) সিডিবিএল সিস্টেমে এন্ট্রি করবে এবং ইস্যুয়ার এ সংক্রান্ত প্রয়োজনীয় তথ্য সিডিবিএলকে সরবরাহ করবে ও প্রয়োজনীয় সহায়তা প্রদান করবে।

In order to comply with the aforesaid directive CDBL requests you to furnish the information relating to your securities as tabulated below within **28th February 2018**.

Sl.	Particulars	Share quantity
1.	Total quantity of outstanding Shares as per the last audited Statement of Company's Financial Position as on (date)	
2.	Total quantity of shares issued after the date of last audited Statement of Financial Position (if any)	
3.	Total quantity of outstanding shares as on (1+2)	
4.	Total quantity of shares held in electronic form in CDS as on	
5.	Total quantity of shares lying in Paper Certificate form (not demated) as on (date)	
6.	Total quantity of shares Remated from CDS	
7.	Total quantity of shares Demated in CDS out of the Remated shares	
8.	Total quantity of Remated shares lying un-demated as on (6-7)	
9.	Sum of Serial 4, 5 & 8 (4+5+8) [should be equal to Serial 3]	
10.	Total quantity of shares Demated in CDS other than corporate action	
11.	If paper certificate (original shares) issued by the company at any stage (other than remated shares) then please provide distinctive number ranges of all paper shares (Start and end)	Distinctive number ranges: Start: End: Total Qty:
12.	Sum of Serial 5 and 10 (5+10) [should be equal to the Total Qty of Serial 11]	

If you have queries please feel free to call us on our help lines 9137469, 58156953, 58157279 and our Mr. Md. Moinul Haque (01911 367826), Mr. K M Shaberul Islam (01711 900979) and Mr. Kazi Minhaz Uddin (01715 578700) will be pleased to assist you.

Thanking you


Shuvra Kanti Choudhury, FCA
Managing Director & CEO

CC: The Chairman, Bangladesh Securities and Exchange Commission (BSEC)