

SEC/CFD/Misc./233/2004/3282
July 30, 2007

Managing Director of all listed companies

Dear Sir:

Subject: **Dividend payment compliance report.**

As per requirement of the Gm.Avi.I bs-385-AvBb-/91 dated 15/12/91 issued by the then Controller of Capital Issues (as adopted by section 2G-Continuity of orders of Securities and Exchange Ordinance, 1969), every issuer is required to make payment of dividend within 60(sixty) days from the date of declaration of such dividend and to submit the dividend payment compliance report to the Commission within 7(seven) working days. Pursuant to the above requirement, the Commission, earlier, circulated a format of dividend payment compliance report. Recently, the Commission has modified the aforesaid format which is enclosed herewith.

You are, therefore, requested under section 11(2) of the Securities and Exchange Ordinance, 1969 to henceforth submit the dividend payment compliance report to the Commission in the modified format, in place of earlier format.

Thanking you.

For Securities and Exchange Commission

Md. Abul Kalam
Deputy Director

**Copy to :Chief Executive Officer, DSE.
:Chief Executive Officer, CSE.
: P. O. to all Department Heads, SEC.
: P. O. to all Members, SEC.
: Chairman's Office, SEC.**

Report on Dividend Distribution

01	Name of the Issuer/ Company	
02	Type of Dividend (Final/Interim)	
03	Date of recommendation of Dividend by the Board of Directors	
04	Rate of Dividend recommended by the Board of Directors	a) Cash dividend: b) Bonus/ Stock dividend:
05	Dividend recommended for (Put tick mark)	a) Sponsors only b) General shareholders only c) All shareholders
06	Date of approval of Dividend at AGM	
07	Rate of Dividend approved at AGM	a) Cash dividend: b) Bonus/ Stock dividend:
08	Amount of Dividend	a) Cash dividend Tk. b) Bonus/Stock dividend Tk. (.....shares @ Tk.....each)
09	Distribution/ Disbursement details of Cash Dividend:	
(i)	Date of commencement of Cash Dividend Warrant distribution/ despatch	
(ii)	Date of completion of Cash Dividend Warrant distribution/ despatch	
(iii)	Whether all the Cash Dividend Warrants are distributed / despatched or not, if not, furnish-	
	(a) Amount of warrants not distributed/ despatched	
	(b) Reasons for non-distribution/ non-despatch	
(iv)	Amount of Cash Dividend actually disbursed/paid as on reporting date	a) Current Year's Dividend: Tk..... b) Previous Year's Dividend: Tk..... Total disbursement/payment: Tk.....
(v)	Amount of unpaid Cash Dividend as on reporting date	a) Current Year's unpaid Dividend(if any) Tk..... b) Previous Year's unpaid Dividend(if any)Tk..... Total unpaid Dividend Tk.....
(vi)	Reasons for non-disbursement/non-payment of Cash Dividend (if any)	
10	Issuance details of Bonus/ Stock Dividend:	
(i)	(a) Date of commencement & completion of issuance of stock/bonus share certificate (in case of paper share)	
	(b) Date of crediting of stock/bonus shares to the B/O A/C through CDS (in case of electronic/dematerialized share)	
(ii)	Number & face value of non-issued /non-credited stock/ bonus shares as on reporting date (if any)shares @ Tk..... each, Total Tk.....
(iii)	Reasons for non-issuance/ non-crediting of stock/ bonus share, if any,	

Reporting Date:

Authorized signature with seal
(With name & designation)