

17<sup>th</sup> Annual Report



প্রগতি ইন্স্যুরেন্স লিমিটেড  
Pragati Insurance Limited



## Notice of the Seventeenth Annual General Meeting

Notice is hereby given that the Seventeenth Annual General Meeting of Pragati Insurance Limited will be held on Thursday, the 19th June, 2003 at 11:30 a.m. at Pragati-R.P.R Centre, 20-21, Kawran Bazar, Dhaka-1215 to transact the following business :

01. To receive, consider and adopt the Directors' Report for the year ended 31st December, 2002.
02. To receive, consider and adopt the Audited Accounts of the Company and the Auditors' Report thereon for the year ended 31st December, 2002.
03. To declare Dividend for the year 2002 as recommended by the Board.
04. To elect Directors in place of retiring Directors from Group-A Shareholders.
05. To elect Directors in place of retiring Directors from Group-B Shareholders.
06. To appoint Auditors for the year 2003 and fix their remuneration.

By order of the Board of Directors

(H. R. Chowdhury)  
Company Secretary

Dated, Dhaka  
The 13th May, 2003

### Notes :

- (a) The Share Transfer Register of the Company shall remain closed from 5th June to 19th June, 2003 both days inclusive. The transfer deed received by the Company upto 4th June, 2003 will be entitled to Dividend for the year 2002 to be approved by the Shareholders in the Annual General Meeting.
- (b) A member wishing to appoint a Proxy, must deposit the Proxy Form duly stamped to the Company's Registered Office at least 72 hours before the Meeting.
- (c) Only the Shareholders or their appointed proxies can attend the meeting. A Proxy must be a member of the Company.
- (d) Entry to the Annual General Meeting is reserved only for the Shareholder or his/her Proxy. No guests and children shall be allowed entrance in the meeting.



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## **Board of Directors**

### **Chairman**

Moazzam Hossain

### **Vice Chairman**

Engr. Mohammed Abdul Malek  
Akbar Hossain

### **Directors**

Engr. A. Latif  
Mohammed A. Awwal  
Engr. Md. Mizanur Rahman  
Abdul Awal Mintoo  
Abdul Monem  
A.K.M. Abu Taher  
Capt. Imam Anwar Hossain  
Khan Mohd. Ameer  
Syed M. Altaf Hussain  
Md. Syedur Rahman Mintoo  
Prof. Jahangir Chowdhury  
Md. Sarwar Kamal  
Nigar Jahan Chowdbury  
Md. Mahbubur Rahman  
Salim Rahman  
Razia Sultana Shimul  
A.J.M. Enamul Islam  
Mahbub Anam  
Tabith Mohd. Awal  
Syed Shamsul Alam  
A.S.M Mohiuddin Monem  
Moazzem Hossain  
Md. Ahamedul Hoque  
Tahsina Rahman  
Zakaria Taher  
A.S.M. Mainuddin Monem

### **Managing Director**

A.K.M. Rafiqul Islam, FCA

### **Company Secretary**

Hafizur Rahman Chowdhury

### **Auditor**

A. Wahab & Co.  
Chartered Accountants



## Executives

### Managing Director

A.K.M. Rafiqul Islam, FCA

### Additional Managing Director

A.B.M. Mir Hossain

### Deputy Managing Director

Shaikh Shahjahan Uddin

### Sr. Executive Vice President

Hafizur Rahman Chowdhury

Md. Shahabuddin

Mahboob Uddin Ahmed

Mohammad Ali Khan

Company Secretary

Administration

Dilkusha Branch

Khatunganj Branch

### Executive Vice President

Shamsuzzaman

Claim

### Senior Vice President

Zabed Ali Mridha, FCA

Quazi Shafiullah

Aminul Islam

Abdul Momen

Sharif Mustaba

S.M.B. Shameem

Taslim Bahar Chowdhury

M.M. Murshed

M.A. Hasan

Md. Nazrul Islam

Finance & Audit

Sadarghat Branch

Biman Bhaban Branch

VIP Road Branch

Elephant Road Branch

Imamgonj Branch

Halkhola Branch

Khulna Branch

Agrabad Branch

Jubilee Road Branch

### Vice President

Md. Shafiqul Islam

Jamal Uddin Haider

Accounts

Khatunganj Branch

### Deputy Vice President

Kabir Ahmed

Monjurul Hoque

Khandoker Zafor Sadeque

Farid Ahmed

Re-Insurance

Development

B.B. Avenue Branch

Narayanganj Branch

### Assistant Vice President

Delwar Hossain

Md. Golam Farooque

Md. Abdur Razzaque Sarder

Dilkusha Branch

Malibagh Branch

Rajshahi Branch.



## Company's Performance

5 Years at a Glance

Taka in Million

	1998	1999	2000	2001	2002
<b>Financial Performance</b>					
Gross Premium	258.29	272.08	301.37	337.45	350.39
Net Premium	117.43	123.48	161.88	169.35	176.47
Net Claim	38.25	36.08	39.22	65.58	67.50
Underwriting Profit	23.65	24.35	26.51	30.17	40.99
Investment Income	31.58	32.74	26.65	26.99	24.51
Income from Financial service & Capital gain	7.31	2.89	10.28	9.77	5.06
Net Profit before Tax	43.97	47.87	51.17	53.29	56.39
Net Profit after Tax	31.47	34.87	42.17	43.79	45.89
<b>Share Capital and Reserve</b>					
Paid-up Capital	73.20	73.20	73.20	73.20	95.16
Share Holders Equity	312.75	491.04	539.72	566.64	595.07
Total Reserves	326.96	512.43	583.39	616.94	627.83
<b>Assets</b>					
Investment in Shares and Securities	133.26	92.19	84.84	94.40	90.12
Cash, FDR and Bank Balance	304.03	247.50	274.69	291.82	260.98
Land at cost	152.70	289.26	332.91	340.95	348.07
Fixed Assets	37.08	39.60	41.82	53.34	60.49
Other Assets	141.83	197.24	280.27	270.46	333.51
Total Assets	768.90	865.92	1014.53	1050.97	1093.17
<b>Ratios</b>					
Dividend in percent	35	30	35	30+30(Stock)	20+25(Stock)
EPS	42.99	47.64	57.62	59.81	48.22
P/E(Times)	10.00	8.08	7.49	6.72	10.96



## Directors Report-2002

Dear Shareholders,

Directors of the company are pleased to present before you the 17th Annual Report together with the Annual Accounts for the year ended 31st December, 2002. The Auditors Report on the Accounts are also placed for your consideration and adoption.

### Bangladesh Economy 2002 :

The economy witnessed rising inflation, contributed mainly by sharp rise in the food prices. According to the ADB's Economic update, food index rose from 3.6% to 6.6%. Non-food inflation, however, moderated to 4.8% from 5.7% due to higher fiscal and monetary policy. Foreign Exchange Reserve continued to maintain steady balance in spite of the Govt's decision to liberalise import of foodgrains.

## পরিচালকমন্ডলীর প্রতিবেদন-২০০২

প্রিয় শেয়ারহোল্ডারবৃন্দ,

প্রগতি ইন্স্যুরেন্স লিমিটেডের পরিচালকমন্ডলী ৩১শে ডিসেম্বর সমাপ্ত ২০০২ সালের বার্ষিক হিসাবসহ কোম্পানীর ১৭তম বার্ষিক প্রতিবেদন আপনাদের সমীপে পেশ করতে পেরে আনন্দিত। একই সংগে উপরোক্ত হিসাবের উপর নিরীক্ষকদের প্রতিবেদনও আপনাদের বিবেচনা ও গ্রহণের জন্য পেশ করা হলো।

### বাংলাদেশের অর্থনীতি ২০০২ :

খাদ্যমূল্য বৃদ্ধিজনিত কারণে ২০০২ সালে দেশে মুদ্রাস্ফীতি বৃদ্ধি পায়। এশিয়ান ডেভেলপমেন্ট ব্যাংকের রিপোর্ট অনুযায়ী খাদ্যমূল্য খাতের সূচক ৩.৬% হতে বৃদ্ধি পেয়ে ৬.৬% দাড়ায়। অন্যান্য ক্ষেত্রে সরকার কর্তৃক গৃহিত পদক্ষেপের কারণে মুদ্রাস্ফীতি ৫.৭% থেকে নেমে ৪.৮% স্থিতিশীল থাকে। দেশের বৈদেশিক মুদ্রার রিজার্ভ সরকারের খাদ্যশস্য আমদানী নীতির শিথিলতা সত্ত্বেও ভাল অবস্থানে রয়েছে।



During the period export of frozen foods, agricultural products, jute and jute goods, knitwear and hosiery registered moderate growth. Growth in this sector was offset by decline in the export of Tea, Leather goods and Readymade Garments. Import of textile goods declined. So also the import of capital goods .

Industrial output grew by 4.9% during the last 6 months of the year as against 3.4% in the previous fiscal year. Agricultural growth was positive as against negative growth in the last fiscal year. Macro economic outlook for 2003 appears to be positive. GDP growth has been estimated to be around 5%.

আলোচ্য বছরে হিমায়িত খাদ্য, কৃষিজাত দ্রব্য, পাট ও পাটজাত দ্রব্য, নীটওয়ার এবং হোসিয়ারী সামগ্রী রপ্তানীতে প্রবৃদ্ধি পরিলক্ষিত হয় তবে চা, চামড়া জাত দ্রব্য এবং তৈরী পোষাক ক্ষেত্রে রপ্তানী হ্রাসের কারণে উল্লেখিত প্রবৃদ্ধি দেশের অর্থনীতি ক্ষেত্রে উল্লেখযোগ্য ভূমিকা রাখতে সমর্থ হয়নি।

শিল্পক্ষেত্রে অগ্রগতি ২০০২ সালের শেষ ৬ মাসে ৪.৯% বৃদ্ধি পায়। পূর্ববর্তী বছরে এই বৃদ্ধির পরিমাণ ছিল ৩.৪%। কৃষিক্ষেত্রের উৎপাদনেও পূর্ববর্তী বছরের তুলনায় উল্লেখযোগ্য অগ্রগতি সাধিত হয়েছে। ২০০৩ সালে ম্যাক্রো অর্থনীতিতে বাংলাদেশের অগ্রগতি আশাব্যঞ্জক হবে বলে ধারণা করা হচ্ছে। ২০০২ সালের জিডিপি আয় প্রবৃদ্ধির হার আনুমানিক ৫% দাড়াবে বলে অনুমিত হয়।



Stock Market continued to play a sub-dued role with intermittent spurt. In spite of SEC's regulatory supervision, the market operators did not show evidence of confidence and as such continued to operate with bearish mood.

### Pragati Insurance : An Overview

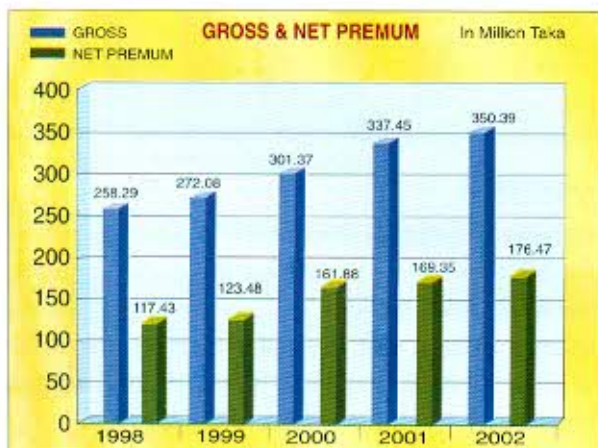
Gross premium income, which is a barometer of operational attainment, has reached Tk.350.39 million as against Tk.337.45 million earned in the previous year. Country's premium income for 2002 as reported to Bangladesh Insurance Association, stood at Tk. 4450 million and the company's premium income hovered around 8% of the national premium income which is an improvement over the last year. Net premium after Re-insurance out go stood at Tk.176.47 million as against Tk. 169.35 million in the previous year.

### Analysis of Company's performance in 2002

Insurance operation (in million)	2002	2001
Gross premium	350.39	337.45
Net premium	176.47	169.58
% of gross premium	(50.36%)	(50.19%)
Claim less Re-insurance	67.50	65.58
% of Net premium	38.25%	38.67%
Management Expenses		
including Commission	131.60	149.24
% of Gross premium	37.56%	44.24%
Profit from insurance operation	40.99	30.17

### Financial operation (in million)

Investment Income		
Including Dividend	24.51	26.99
Capital gain from share market operation plus misc. income	5.06	9.77
<b>Profit Before Tax :</b>	<b>56.39</b>	<b>53.29</b>



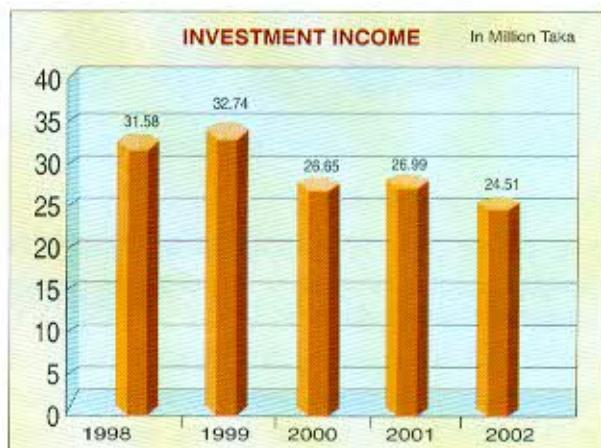
পুঁজি বাজারে মন্দাভাব প্রায় একই অবস্থায় রয়েছে। সময়ে সময়ে কিছুটা উন্নতি পরিলক্ষিত হলেও সার্বিকভাবে পুঁজি বাজারের মন্দাভাব কাটেনি। সিকিউরিটিজ একসচেঞ্জ কমিশনের গৃহিত বিভিন্ন ব্যবস্থাদি সত্ত্বেও পুঁজি বাজারে এখন পর্যন্ত বিনিয়োগকারীদের আস্থা ফিরে আসেনি।

### প্রগতি ইন্স্যুরেন্সের সার্বিক কার্যক্রম

২০০২ সালে কোম্পানীর গ্রস প্রিমিয়াম ৩৫০.৩৯ মিলিয়ন টাকায় দাড়িয়েছে। উল্লেখ্য, বাৎসরিক গ্রস প্রিমিয়াম আয় যা কোন কোম্পানীর অগ্রগতির মাপকাঠি হিসাবে গণ্য করা হয়। পূর্ববর্তী বছরে এই আয়ের পরিমাণ ছিল ৩৩৭.৪৫ মিলিয়ন টাকা। প্রগতি ইন্স্যুরেন্সের প্রিমিয়াম আয় বাংলাদেশের মোট প্রিমিয়াম আয়ের আনুমানিক ৮%। উল্লেখ্য, বাংলাদেশ ইন্স্যুরেন্স এসোসিয়েশনে প্রদত্ত রিপোর্ট অনুযায়ী ২০০২ সালে দেশের সার্বিক প্রিমিয়াম আয় ছিল ৪৪৫০ মিলিয়ন টাকা। রি-ইন্স্যুরেন্স প্রিমিয়াম বাবদ প্রদত্ত অর্থ পরিশোধের পর নেট প্রিমিয়ামের পরিমাণ দাড়ায় ১৭৬.৪৭ মিলিয়ন টাকা। গত বছরে এর পরিমাণ ছিল ১৬৯.৩৫ মিলিয়ন টাকা।

### ২০০২ সালে কোম্পানীর কার্যক্রমের পর্যালোচনা :

ইন্স্যুরেন্স কার্যক্রম (মিলিয়ন টাকা)	২০০২	২০০১
গ্রস প্রিমিয়াম	৩৫০.৩৯	৩৩৭.৪৫
নেট প্রিমিয়াম	১৭৬.৪৭	১৬৯.৫৮
গ্রস প্রিমিয়ামের উপর শতকরা হার	(৫০.৩৬%)	(৫০.১৯%)
রি-ইন্স্যুরেন্স ব্যতীত নেট দাবী	৬৭.৫০	৬৫.৫৮
নেট প্রিমিয়ামের উপর নেট দাবীর শতকরা হার	৩৮.২৫%	৩৮.৬৭%
প্রশাসনিক ব্যয় ও কমিশন	১৩১.৬০	১৪৯.২৪
গ্রস প্রিমিয়ামের উপর প্রশাসনিক ব্যয়ের হার	৩৭.৫৬%	৪৪.২৪%
অবলম্বন মুনাফা	৪০.৯৯	৩০.১৭
<b>আর্থিক কার্যক্রম (মিলিয়ন টাকা)</b>		
বিনিয়োগ হতে আয়	২৪.৫১	২৬.৯৯
শেয়ার হতে অর্জিত মুনাফা ও		
বিবিধ খাতে আয়	৫.০৬	৯.৭৭
কর পূর্ব মুনাফা	৫৬.৩৯	৫৩.৯৯







#### Claim :

Net claim charged to Account stood Tk.67.50 million against Tk.65.58 million in the previous year. There is slight improvement in the net Claim % charged to this year's account over the previous year.

#### Profit :

Pre-tax net profit of Tk. 56.39 million for the year 2002 is 5.82% higher than the net profit earned in 2001 which gives us an EPS of Tk. 48.22 against Tk. 59.81 in the previous year. Shareholders are kindly aware that in the last year i.e. 2001 due to declaration of stock dividend at 30%, the number of outstanding shares increased from 7,32,000 shares to 9,51,600 i.e. an increase of 219,600 shares. As such per capita EPS has fallen from Tk.59.81 to Tk.48.22 in the current year. However, the progressive increase in the capital base of the company commensurate with increase in risk portfolio is appreciated in the market and the market capitalization of the company's share stood at Tk.502,920,600 @ Tk.528.50 a share on 31-12-2002 as against Tk.294,447,000 at the rate of Tk. 402.25 a share on 31-12-2001. This has not only enhanced the company's standing but also benefitted the shareholders of the company.



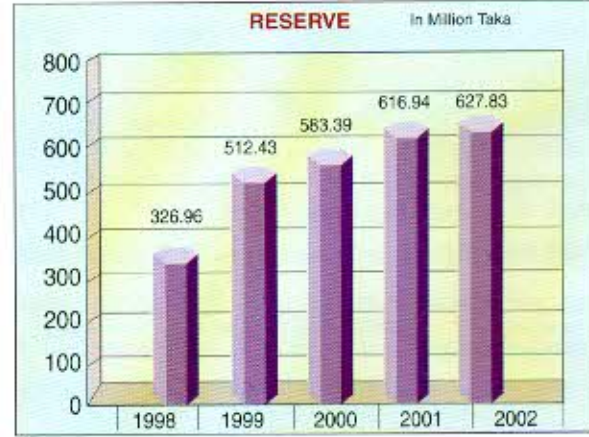
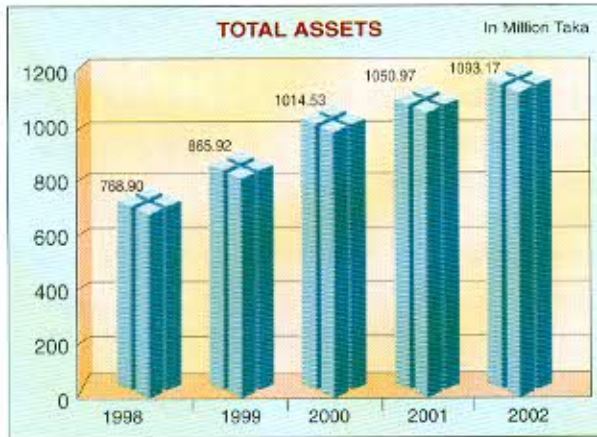
#### বীমা দাবী :

২০০২ সালে মোট ৬৭.৫০ মিলিয়ন টাকার নীট দাবী পরিশোধ করা হয়। পূর্ববর্তী বছরে এর পরিমাণ ছিল ৬৫.৫৮ মিলিয়ন টাকা।

#### মুনাফা :

২০০২ সালে করপূর্ব নীট মুনাফার পরিমাণ ৫৬.৩৯ মিলিয়ন টাকা যা পূর্ববর্তী বছরের তুলনায় ৫.৮২% বেশি। আলোচ্য বছরে শেয়ার প্রতি আয় (আরনিং পার শেয়ার)

এর পরিমাণ ৪৮.২২ টাকা যা পূর্ববর্তী বছরে ছিল ৫৯.৮১ টাকা। সম্মানিত শেয়ারহোল্ডারবৃন্দ আপনারা অবগত আছেন যে ২০০১ সালে ৩০% বোনাস শেয়ার প্রদানের পর কোম্পানীর সম্পূর্ণ পরিশোধিত শেয়ারের সংখ্যা ৭,৩২,০০০ থেকে ৯,৫১,৬০০ তে উন্নীত হয়। অর্থাৎ ২,১৯,৬০০ শেয়ার বৃদ্ধি পায়। ফলে কোম্পানীর আরনিং পার শেয়ার ৫৯.৮১ টাকা হতে ৪৮.২২ টাকায় হ্রাস পায়। তবে পর্যায়ক্রমে কোম্পানীর মূলধন বৃদ্ধি এবং তৎসঙ্গে বীমা ঝুঁকি গ্রহণ ক্ষমতা বৃদ্ধি সাধারণভাবে প্রশংসা অর্জন করে এবং ৩১.১২.২০০২ তারিখে কোম্পানীর প্রতিটি শেয়ার মূল্য ৫২৮.৫০ টাকায় এবং বাজার মূলধন (মার্কেট ক্যাপিটলাইজেশন) ৫০২.৯২ মিলিয়ন টাকার উর্কে অবস্থান করে। ২০০১ সালের ৩১শে ডিসেম্বর এর পরিমাণ ছিল ২৯৪.৪৪ মিলিয়ন টাকা এবং প্রতিটি শেয়ারের মূল্য ছিল ৪০২.২৫ টাকা। এর ফলে শুধুমাত্র কোম্পানীর অবস্থানই সুদৃঢ় হয়নি, কোম্পানীর সম্মানিত শেয়ারহোল্ডারবৃন্দও উপকৃত হয়েছেন।



#### Appropriation of Profit :

After setting aside Tk.17,647,454.00 as Reserve for Exceptional Losses equivalent to 10% of the net premium income and making provision for Income Tax amounting to Tk.10,500,000 and transferring Tk.9,000,000 to the General Reserve Account, the balance available for distribution stands at Tk.19,766,472. This together with the carried forward

#### মুনাফা বন্টন :

অস্বাভাবিক ক্ষতির জন্য সংরক্ষিত তহবিলে ১৭,৬৪৭,৪৫৪ টাকা (যা নীট প্রিমিয়াম আয়ের ১০%), আয়করের জন্য ১০,৫০০,০০০ টাকা এবং সাধারণ সঞ্চিতি তহবিলে ৯,০০০,০০০ টাকা বরাদ্দের পর উদ্বৃত্ত তহবিলের পরিমাণ থাকে ১৯,৭৬৬,৪৭২ টাকা। গত বছরের অবিলকৃত মুনাফার ৫২৫,৭৫৪ টাকা স্থিতিসহ বন্টনযোগ্য তহবিলের পরিমাণ দাড়ায় ২০,২৯২,২৩০ টাকায়।



balance of Tk.525,758 making a total of Tk.20,292,230.00 is available for appropriation.

It is, therefore, recommended that a Cash Dividend at the rate of 20% be considered for the year 2002 leaving a balance of Tk.1,260,230.00 to be carried forward.

Besides, the company has been following a gradual process of increasing the paid-up capital of the company commensurate with gradual increase in "Risk Retention" for the company. Mention may be made that we increased our retained risk from Tk.7.5 million to Tk.10 million per risk in the "Fire Portfolio" during the just concluded Re-insurance Treaty Renewal for 2003/2004.

It is, therefore, recommended that 25% Stock Dividend be considered through transfer from "Share Premium" A/c to Share Capital A/c, thus raising the company's paid-up capital to Tk.118,950,000.00 from the existing Tk.95,160,000.00

#### Appropriation of General Reserve :

	In Million
Balance on 31-12-2001	38,000,000
Add: Transfer from profit	9,000,000
	47,000,000
Less: Appropriated to the issue of Bonus Share @ 30% in the year 2001	21,960,000
	25,040,000
Less: Transfer to Share Premium A/C in accordance with SEC's Regulation	24,775,272
Balance at the end of 2002	264,728

#### Corporate Tax :

Dear Members; you might be aware that corporate tax structure for bank and insurance has been enhanced to 40% from 35% a year before. Besides, tax rebate allowed at various rate to publicly listed companies declaring dividend beyond certain % has also been withdrawn from the bank and insurance sector. This is effective on the assessment falling after 1st July 2002. As a result we had to provide for increased tax liability.

#### Re-Insurance :

Re-Insurance arrangement has been concluded for the year 2003. 50% has been placed with SBC as a matter of legal requirement and the remaining 50% has been placed out side Bangladesh under the leadership of GIC, a Govt. of India undertaking.

Terms, conditions and capacity are different. SBC's terms are harsh and the capacity offered are far lower than the capacity obtained from the overseas re-insurer. This is

উপরোক্ত আর্থিক প্রতিবেদনের আলোকে পরিচালকমন্ডলী ২০০২ সালের জন্য ২০% হারে ক্যাশ লভ্যাংশ প্রদানের সুপারিশ জানাচ্ছে। অনুমোদিত হলে লাভ-লোকসানের খাতে ১,২৬০,২৩০ টাকা উদ্ধৃত থাকবে যা আগামী বছরের (২০০৩ সালে) লাভ-লোকসানের সাথে যোগ করে পুনরায় বন্টন করা হবে।

আপনারা লক্ষ্য করে থাকবেন যে কোম্পানী পর্যায়ক্রমে তার পরিশোধিত মূলধন বৃদ্ধি এবং তৎসহ কোম্পানীর বীমা ঝুঁকি গ্রহণের ক্ষমতা বৃদ্ধির প্রচেষ্টা অব্যাহত রেখেছে। উল্লেখ্য যে ২০০৩/২০০৪ সালের জন্য সম্প্রতি সম্পাদিত রি-ইস্যুরেন্স নবায়ন চুক্তিতে অগ্নী বীমার পরিমাণ প্রতিটি পলিসির জন্য ৭.৫ মিলিয়ন টাকা থেকে ১০ মিলিয়ন টাকায় উন্নীত করা হয়েছে। এই প্রেক্ষিতে পরিচালকমন্ডলী কোম্পানীর সম্মানীত শেয়ারহোল্ডারদের জন্য ২৫% হারে বোনাস শেয়ার প্রদানেরও প্রস্তাব করছে এবং তা বিবেচনার জন্য সুপারিশ জানাচ্ছে। প্রস্তাবিত বোনাস শেয়ারের মূল্য শেয়ার প্রিমিয়াম তহবিল থেকে শেয়ার মূলধনে স্থানান্তর করা হবে। এতে কোম্পানীর পরিশোধিত মূলধনের পরিমাণ ৯,৫১,৬০,০০০ টাকা থেকে ১১,৮৯,৫০,০০০ টাকায় উন্নীত হবে।

#### সাধারণ সঞ্চিতি তহবিলের বন্টন :

	মিলিয়ন টাকায়
৩১.১২.২০০১ তারিখের ব্যালেন্স	৩৮,০০০,০০০
(+) ২০০২ সালের মুনাফা হতে স্থানান্তর	৯,০০০,০০০
	৪৭,০০০,০০০
(-) ২০০১ সালে প্রদত্ত ৩০% হারে বোনাস শেয়ার প্রদানের জন্য বরাদ্দ	২১,৯৬০,০০০
	২৫,০৪০,০০০
(-) সিকিউরিটিজ এন্ড এক্সচেঞ্জ কমিশনের বিধি অনুযায়ী শেয়ার প্রিমিয়াম তহবিলে স্থানান্তর	২৪,৭৭৫,২৭২
৩১.১২.২০০২ তারিখে ব্যালেন্স	২৬৪,৭২৮

#### কর্পোরেট ট্যাক্স :

প্রিয় শেয়ারহোল্ডারবৃন্দ, আপনারা অবগত আছেন যে ব্যাংক বীমা কোম্পানীর ক্ষেত্রে কর্পোরেট ট্যাক্স গত বছরে ৩৫% থেকে ৪০% বাড়ানো হয়েছে। এছাড়াও পূর্বে প্রচলিত নিয়ম অনুযায়ী ষ্টক একস্চেঞ্জের সাথে নিবন্ধনকৃত কোম্পানী সমূহ একটি নির্দিষ্ট হারে উর্ধ্বে ডিভিডেন্ড প্রদান করলে, তাদের ক্ষেত্রে যে সকল কর সুবিধা প্রদানের বিধি ছিল তাও ব্যাংক এবং বীমা সেক্টর থেকে ১লা জুলাই, ২০০২ হতে তুলে নেয়া হয়েছে। ফলে কর বাবদ আমাদেরকে পূর্বের তুলনায় অধিক বরাদ্দ রাখতে হয়েছে।

#### রি-ইস্যুরেন্স :

২০০৩ সালের জন্য রি-ইস্যুরেন্স ব্যবস্থা সম্পন্ন করা হয়েছে। বিধি মোতাবেক মোট রি-ইস্যুরেন্সের ৫০% সাধারণ বীমা কর্পোরেশনের উপর ন্যাস্ত করা হয়েছে এবং অবশিষ্ট ৫০% জেনারেল ইস্যুরেন্স কর্পোরেশন অব ইন্ডিয়ান নেতৃত্বে বহির্বিধি ন্যাস্ত করা হয়েছে।

রি-ইস্যুরেন্সের শর্তাবলী উভয় ক্ষেত্রেই ভিন্ন। সাধারণ বীমা কর্পোরেশনের শর্তাবলী তুলনামূলকভাবে কঠিন। বিগত ১৭ বছরে রি-ইস্যুরেন্স ব্যবসায় সাধারণ বীমা কর্পোরেশনের সঙ্গে আমাদের লেন-দেন ভালো হওয়া সত্ত্বেও



inspite of the fact that we produced constantly good results for SBC over the last 17 years. We have to live with it until there is change in the insurance laws.

#### Personnel

It is with great sadness that we inform you of the death of Mr. Reza-E-Karim Khan, Additional Managing Director on 11th April, 2003 at the age of 62. We will always remember him as a honest and sincerely devoted, senior management personnel looking after Finance, Administration and Re-insurance.

#### Board of Directors:

In accordance with the Articles 105 and 107 of the company's Articles of Association the undernoted Directors from Group-A shareholders retire from office by rotation. Being eligible they offer themselves for re-election:

01. Mr. A. Monem
02. Mr. Md. Syedur Rahman Minto
03. Mr. Khan Mohd. Ameer
04. Mr. Akbar Hossain
05. Mr. Md. Sanwar Kamal
06. Ms. Razia Sultana Shimul
07. Mr. Md. Mahbubur Rahman

Besides, the election of 3(three) Directors from Group-B shareholding will be held in the 17th AGM of the Company scheduled on 19th June, 2003. The following three Directors from Group-B shall retire in this meeting. Being eligible all three have offered themselves for re-election :

01. Mr. Moazzem Hossain
02. Mr. Mahbub Anam
03. Mr. A.S.M. Mohiuddin Monem

#### Auditors :

In compliance with the Article 149 of the Articles of Association of the Company, the Auditor M/s. A. Wahab & Co., Chartered Accountants is to retire as Auditor of the company. M/s. A. Wahab & Co., has indicated their willingness in writing for appointment as auditors. Accordingly, we have written to the SEC for permission to appoint M/s. A. Wahab & Co., as the Auditor of the Company for the year 2003. Subject to the approval of the Securities & Exchange Commission, it is recommended that M/s. A. Wahab & Co., be appointed as the Auditor of the Company for the year 2003.

#### Conclusion :

In the end, the Board expresses its grateful thanks and deep appreciation for the assistance, help and much needed support

সাধারণ বীমা কর্পোরেশন কর্তৃক প্রদত্ত রি-ইস্যুরেন্সের ক্যাপাসিটি বিদেশী রি-ইস্যুরারদের থেকে পাওয়া ক্যাপাসিটির অনেক কম। ইস্যুরেন্স আইন পরিবর্তিত না হলে তাদের প্রদত্ত শর্তাদি মেনেই আমাদেরকে ব্যবসা চালিয়ে যেতে হবে।

#### কোম্পানীর কর্মকর্তা/ কর্মচারী সংক্রান্ত :

আমরা অতীব দুঃখের সংগে জানাচ্ছি যে কোম্পানীর অতিরিক্ত ব্যবস্থাপনা পরিচালক জনাব রেজা-ই-করিম খান বিগত ১১ ই এপ্রিল ২০০৩ হৃদরোগে আক্রান্ত হয়ে আকস্মিকভাবে পরলোকগমন করেন। মৃত্যুকালে তার বয়স হয়েছিল ৬২ বছর। তিনি কোম্পানীর প্রশাসন, অর্থ এবং রি-ইস্যুরেন্স এর দায়িত্বে ছিলেন। তাঁর মৃত্যুতে কোম্পানী একজন সং, নিষ্ঠাবান এবং আন্তরিক নিবেদিত প্রাণ হারালো।

#### পরিচালক মন্ডলী

কোম্পানীর আর্টিকেলস অব এসোসিয়েশনের ১০৫ এবং ১০৭ ধারা অনুযায়ী “এ” গ্রুপের নিম্নলিখিত উদ্যোক্তা পরিচালক অবসর গ্রহণ করবেন এবং যোগ্য বিধায় প্রত্যেকেই পুনঃনির্বাচনের ইচ্ছা প্রকাশ করেছেনঃ

১. জনাব আব্দুল মোনেম
২. জনাব মোহাম্মদ সাইদুর রহমান মিন্টু
৩. জনাব খান মোহাম্মদ আমীর
৪. জনাব আকবর হোসেন
৫. জনাব মোহাম্মদ সরওয়ার কামাল
৬. জনাব রাজিয়া সুলতানা শিমুল
৭. জনাব মোহাম্মদ মাহবুবুর রহমান

এতদ্ব্যতীত “বি” গ্রুপ শেয়ারহোল্ডারদের মধ্য থেকে ৩ জন পরিচালকের নির্বাচনও ১৯শে জুন ২০০৩ তারিখে অনুষ্ঠিতব্য কোম্পানীর ১৭তম সাধারণ বার্ষিক সভায় অনুষ্ঠিত হবে। জ্যেষ্ঠতার ভিত্তিতে নিম্নবর্ণিত ৩(তিন) জন অবসর গ্রহণ করবেন এবং যোগ্য বিধায় প্রত্যেকেই পুনঃনির্বাচন করার ইচ্ছা প্রকাশ করেছেন।

১. জনাব মোয়াজ্জেম হোসেন
২. জনাব মাহবুব আনাম
৩. জনাব এ.এস.এম. মহিউদ্দিন মোনেম

#### নিরীক্ষক :

আর্টিকেল অব এসোসিয়েশনের ১৪৯ ধারা অনুযায়ী কোম্পানীর নিরীক্ষক মের্সিস এ. ওহাব এন্ড কোং অবসর গ্রহণ করবেন। তারা প্রগতি ইস্যুরেন্স লিমিটেড-এ অডিটর হিসাবে নিযুক্তির আগ্রহ প্রকাশ করে পত্র দিয়েছেন। আমরা মের্সিস এ. ওহাব এন্ড কোং কে ২০০৩ সালের জন্য কোম্পানীর অডিটর নিয়োগের জন্য সিকিউরিটিজ এন্ড একসচেঞ্জ কমিশনের অনুমতি প্রার্থনা করে পত্র দিয়েছি। সিকিউরিটিজ এন্ড একসচেঞ্জ কমিশন-এর অনুমতি সাপেক্ষে আমরা ২০০৩ সালের জন্য মের্সিস এ. ওহাব এন্ড কোং কে কোম্পানীর অডিটর নিয়োগের সুপারিশ জানাচ্ছি।

#### উপসংহার :

পরিশেষে পরিচালকমন্ডলী কোম্পানীর কার্যক্রমে সহায়তা এবং সহযোগিতা প্রদানের জন্য সরকারী ও বেসরকারী ব্যাংক সমূহ, বিভিন্ন



received by the company from various Banks both in the private as well as in the nationalised sector, DFIs and all private sector enterprises who have helped us in building a sound footing of the company. We are specially grateful to the management of Square Group, Beximco Group, Abul Khair Group, Monno Group, Lever Brothers, Karnaphuli Fertilizer Co. Ltd. (KAFCO), Chittagong Cement Clinker Grinding Co. Ltd., Scancement, Grameen Phone, City Cell Phone, Aktel Phone, Khulna Power Co., Ltd. Westmont Power (BD) Ltd., AES Power Plants in Bangladesh, Organon (Bangladesh) Ltd., Noverties Bangladesh Ltd., Coats Bangladesh Ltd., Lafarge Surma Cement Ltd., Mamiya-OP(BD) Ltd., Multimode Group. KDS Group, Abdul Monem Ltd., Hosaf Group, Pro-star Group, Progatee-Concord Group, Chowdhury Apparels, Bengal Shipping Lines, McDonald (BD) Ltd., American International School, Dhaka, UAE Embassy, Dhaka, Youngone Group, Pacific Jeans, Bangladesh Edible Oil Ltd., JOMAC Ltd., National Bank Ltd., DHL Worldwide Ltd., Group-4 Securities Ltd., HKD Group, Alita Group, Olympic Industries, Gonoshasthya group for reposing their confidence in the company.

We also record our gratefulness to the Government of the Peoples Republic of Bangladesh, Chief Controller of Insurance, Securities and Exchange Commission, Sadharan Bima Corporation for their support and assistance.

Above all, the Board of Directors expresses its profound gratitude to all its valued clients, patrons and well wishers for their continued support, active cooperation and confidence in the company.

The Directors also put on record their thanks to the Managing Director and have conveyed their appreciation through the Managing Director to all the Executives, Officers and Staff of the Company for their excellent work. With their sincere, dedicated, whole-hearted devotion and committed efforts to the challenging duty and responsibility, we may look forward to achieving better results in the coming days. The Directors have been pleased to reward its staff including the Executives, Officers and Employees with three Bonus.

The Company remains fully committed to its deep determination and ideology of personalised client service, their satisfaction and their financial security.

On behalf of the Board of Directors

**Moazzam Hossain**  
Chairman

আর্থিক প্রতিষ্ঠান এবং ব্যক্তি মালিকানাধীন ব্যবসায়িক প্রতিষ্ঠানসমূহের প্রতি কৃতজ্ঞতা প্রকাশ করেছেন। কোম্পানীকে বর্তমান মর্যাদায় উন্নীতকরনে তাঁদের অবদান অপরিসীম। বিশেষভাবে স্মরণ গ্রুপ, বেক্সিমকো গ্রুপ, আবুল খায়ের গ্রুপ, লিভার ব্রাদার্স, কর্ণফুলী ফার্টিলাইজার কোং লিঃ (কাফকো), মুনু গ্রুপ, চিটাগাং সিমেন্ট কিলিংকার গ্রাইনডিং কোং লিঃ, স্ক্যান সিমেন্ট, ছন্দাই, এ্যাকটেল ফোন, গ্রামীণ ফোন, সিটিসেল ফোন, এডভিসি লিঃ, খুলনা পাওয়ার কোং লিঃ, ওয়েস্টমন্ট পাওয়ার (বাংলাদেশ) লিঃ, এ.ই.এস পাওয়ার প্লান্টস, অরগানন (বাংলাদেশ) লিঃ, নোভারটিস (বাংলাদেশ) লিঃ, কোটস বাংলাদেশ লিঃ, লার্ফাজ সুরমা সিমেন্ট লিঃ, মামিয়া-অপি (বাংলাদেশ) লিঃ মালটিমোড গ্রুপ, কেডিএস গ্রুপ, আব্দুল মোনাম লিঃ, হোসাক গ্রুপ, প্রো-স্টার গ্রুপ, প্রগতি-কনকর্ড গ্রুপ, চৌধুরী এ্যাপারেলস, বেংগল শিপিং লাইনস, ম্যাকডোনাল্ড (বাংলাদেশ) লিঃ, আমেরিকান ইন্টারন্যাশনাল স্কুল, ঢাকা, আরব এ্যামিরেটী দূতাবাস, ঢাকা ইয়াংওয়ান গ্রুপ, প্যাসিফিক জিনস, বাংলাদেশ এডিএবল অয়েল লিঃ, জোমাক লিঃ, ন্যাশনাল ব্যাংক লিঃ, ডি এইচ এল ওয়ার্ল্ড ওয়াইড লিঃ, গ্রুপ-৪ সিকিউরিটিস লিঃ, এইচ কে ডি গ্রুপ, আলিটা গ্রুপ, অলিম্পিক ইন্ডাস্ট্রিজ, গণস্বাস্থ্য গ্রুপ প্রগতি ইন্স্যুরেন্সের উপর যে আস্থা প্রদর্শন করেছেন তার জন্য পরিচালকমন্ডলী তাঁদের নিকট গভীরভাবে কৃতজ্ঞ।

আমরা গণপ্রজাতন্ত্রী বাংলাদেশ সরকার, প্রধান বীমা নিয়ন্ত্রক, সিকিউরিটিজ এন্ড এক্সচেঞ্জ কমিশন, সাধারণ বীমা করপোরেশন-এর নিকট সর্বধরনের সাহায্য সহযোগিতা পাওয়ার জন্য তাঁদের প্রতি আমাদের আন্তরিক কৃতজ্ঞতা জানাচ্ছি।

এতদ্ব্যতীত কোম্পানীর সম্মানিত গ্রাহকবৃন্দ, শুভানুধ্যায়ী এবং পৃষ্ঠপোষকবৃন্দ কোম্পানীর কার্যক্রমে যে সক্রিয় সাহায্য, সহমর্মিতা এবং আস্থা প্রদর্শন করেছেন তৎজন্য পরিচালকমন্ডলী তাঁদের জানাচ্ছেন স্বশ্রদ্ধ ধন্যবাদ এবং কৃতজ্ঞতা।

পরিচালকমন্ডলী ব্যবস্থাপনা পরিচালক মহোদয়কে ধন্যবাদ জ্ঞাপন করছেন এবং তার মাধ্যমে কোম্পানীর সকল শ্রেণীর কর্মকর্তা ও কর্মচারীর আন্তরিক কর্মনিষ্ঠা, অক্লান্ত পরিশ্রম, নিবেদিত সেবার প্রশংসা করছেন এবং আশা প্রকাশ করছেন যে ভবিষ্যতেও তারা একইভাবে তাদের প্রচেষ্টা সমুন্নত রাখবেন এবং কোম্পানীকে উত্তরোত্তর সমৃদ্ধির পথে নিতে অগ্রণী ভূমিকা পালন করবেন। পরিচালকমন্ডলী তাঁদের আন্তরিক এবং প্রশংসনীয় কর্মোদ্যমের জন্য সকল শ্রেণীর কর্মকর্তা ও কর্মচারীবৃন্দকে ৩(তিন) টি উৎসাহ বোনাস প্রদানের সিদ্ধান্ত নিয়েছেন।

উপসংহারে পরিচালকমন্ডলী সম্মানিত গ্রাহক, পৃষ্ঠপোষক, শুভানুধ্যায়ীদের এইমর্মে আশ্বাস প্রদান করছেন যে ভবিষ্যতেও প্রগতি ইন্স্যুরেন্স লিঃ গ্রাহক সেবা এবং তাদের আর্থিক নিরাপত্তার ব্যাপারে অধিকতর সচেতনতা এবং নিরলস প্রচেষ্টা অব্যাহত রাখবে।

পরিচালকমন্ডলীর পক্ষে

**মোয়াজ্জেম হোসেন**  
চেয়ারম্যান



## Value Added Statement

For the year ended 31st December, 2002

Figure in Million

### Value Added :

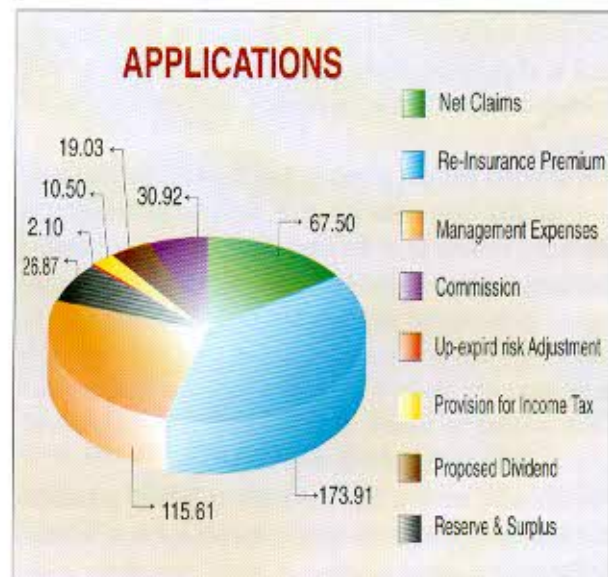
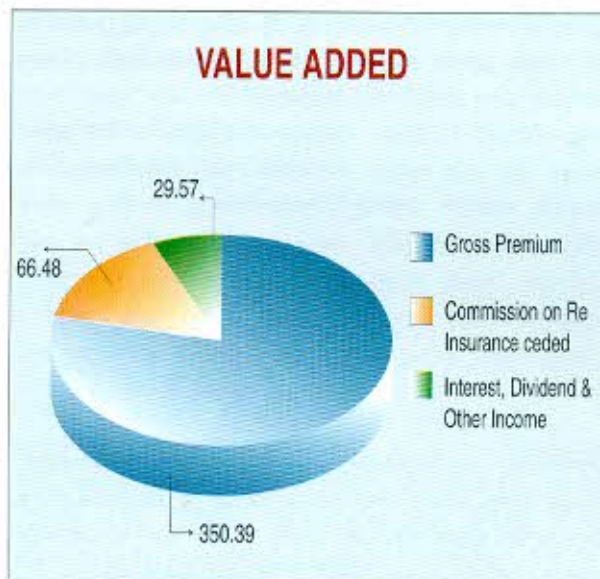
Gross Premium	350.39
Commission on Re-Insurance ceded	66.48
Interest, Dividend & Other Income	29.57

### Application :

Net Claim	67.50
Re-Insurance Premium	173.91
Management Expenses	115.61
Commission	30.92
Up-expired Risk Adjustment	2.10
Provision for Income Tax	10.50
Proposed Dividend	19.03
Reserve & Surplus	26.87

Total Taka : 446.44

Total Taka : 446.44





## Auditors' Report to the Shareholders

We have audited the accompanying Balance Sheet of Pragati Insurance Limited as of December 31, 2002 and the related Profit and Loss Account and Statement of Cash flow for the year then ended. The preparation of these Financial Statements is the responsibility of the Company's management. Our responsibility is to express an independent opinion on these Financial Statements based on our audit.

We conducted our audit in accordance with Bangladesh Standards on Auditing (BSA). Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements prepared in accordance with Bangladesh Accounting Standards (BAS), give a true and fair view of the state of the company's affairs as of December 31, 2002 and of the results of its operations and its Cash Flow for the year then ended and comply with the Companies Act, 1994, Insurance Rules 1958, the Securities Exchange Rules 1987 and other applicable laws and regulations.

### We also report that :

- i) We have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purposes of our audit and made due verification thereof;
- ii) in our opinion, proper books of account as required by law have been kept by the company so far as it appeared from our examination of those books and (where applicable) proper returns adequate for the purposes of our audit have been received from branches not visited by us;
- iii) the company's Balance Sheet and Profit and Loss Account and its Cash Flow dealt with by the report are in agreement with the books of account and returns;
- iv) the expenditure incurred was for the purposes of the company's business;
- v) As per Section 40c(2) of the Insurance Act 1938 as amended, we certify that to the best of our knowledge and belief and according to the information and explanations given to us, all expenses of management wherever incurred and whether incurred directly or indirectly, in respect of insurance business of the company transacted in Bangladesh during the year under report have been duly debited to the related Revenue Accounts and the Profit & Loss Account of the Company; and
- vi) As per Regulation-11 of Part-1 of the Third Schedule of the Insurance Act 1938 as amended, we certify that to the best of our information and as shown by its books, the Company during the year under report has not paid any person any commission in any form outside Bangladesh in respect of any of its business re-insured abroad.

(A. Wahab & Co.)  
Chartered Accountants

Dated: Dhaka, April 30, 2003



## Balance Sheet

As at 31st December, 2002

	NOTE	2002	2001
<b>CAPITAL &amp; LIABILITIES</b>			
<b>Authorised Capital :</b>			
2,500,000 Ordinary shares of Tk. 100 each.		<u>250,000,000</u>	<u>100,000,000</u>
<b>Issued, Subscribed &amp; Paid-up capital :</b>			
951,600 Ordinary shares of Tk. 100 each	14	95,160,000	73,200,000
<b>Share Premium</b>		101,025,272	76,250,000
<b>Reserve or Contingency Account :</b>		438,475,136	454,466,223
Reserve for Exceptional Losses		166,514,781	148,867,327
Contingency Reserve for Insurance Guarantees and Tail ended Insurance Business	15	105,869,651	105,869,651
Revaluation Reserve	16	89,003,959	87,429,377
General Reserve	17	264,728	38,000,000
Dividend Equalisation Reserve		36,500,000	36,500,000
Depreciation Fund		39,587,545	37,274,110
Profit & Loss Appropriation Account		734,472	525,758
<b>Balance of Fund &amp; Account :</b>		88,330,348	86,228,820
Fire Insurance Business		16,714,284	25,207,270
Marine Insurance Business		33,923,731	32,670,270
Misc. Insurance Business		37,692,333	28,351,280
<b>Premium Deposit</b>	18	22,774,409	41,075,748
<b>Liabilities &amp; Provision:</b>		159,373,967	137,129,662
Estimated Liabilities in respect of outstanding claims whether due or intimated	19	111,388,338	95,233,060
Amount due to other persons or bodies carrying on Insurance Business	20	47,985,629	41,896,602
		123,049,340	119,770,941
Loan from Bank for Building Project (Secured)	21	72,452,019	74,619,228
Loan from Bank for Gulshan Land (Secured)	21 (a)	50,597,321	45,151,713
<b>Sundry Creditors</b>	22	32,825,233	28,685,954
<b>Provision for Income Tax</b>	23	13,071,132	12,201,485
<b>Proposed Dividend</b>	24	19,032,000	21,960,000
<b>Total : Taka</b>		<u>1,093,116,837</u>	<u>1,050,968,833</u>

**Notes:**

- Contingent Liabilities (Note-31)
- Figures have been rounded off to the nearest Taka.

  
A.K.M. Rafiqul Islam  
Managing Director

  
Abdul Monem  
Director

Dated: Dhaka, April 30, 2003



## Balance Sheet

As at 31st December, 2002

	NOTE	2002	2001
<b>PROPERTY &amp; ASSETS</b>			
<b>Investments:</b>		<b>90,122,326</b>	<b>94,397,105</b>
National Investment Bond/PSP	1	4,500,000	4,500,000
Shares & Debentures	2	85,622,326	89,897,105
<b>Outstanding Premium</b>	<b>3</b>	<b>5,365,647</b>	<b>6,032,117</b>
<b>Amount due from other persons or bodies carrying on Insurance Business</b>	<b>4</b>	<b>109,461,779</b>	<b>61,960,254</b>
<b>Interest, Dividend &amp; Rent Outstanding</b>	<b>5</b>	<b>8,233,007</b>	<b>15,223,234</b>
<b>Sundry Debtors</b>	<b>6</b>	<b>32,374,948</b>	<b>20,557,882</b>
<b>Advance Payment of Tax</b>	<b>7</b>	<b>3,582,108</b>	<b>2,590,812</b>
<b>Cash and Bank Balances :</b>		<b>260,983,926</b>	<b>291,825,359</b>
Fixed Deposit Accounts	8	237,702,632	210,902,632
STD & Current Accounts	9	18,377,059	76,651,327
Cash & Stamp in Hand	10	4,904,235	4,271,400
<b>Other Accounts :</b>		<b>582,993,096</b>	<b>558,382,070</b>
Land (freehold)	11	296,469,582	295,800,731
Land at Gulshan	11 (a)	51,597,321	45,151,713
Fixed Assets (at cost)	12	60,495,965	53,337,720
Joint Venture Building Project	13	174,065,528	163,853,006
Stock of Printing Materials		364,700	238,900

Total : Taka 1,093,116,837 1,050,968,833

Subject to our separate report of even date.

  
Syed M. Altaf Hussain  
Director

  
Moazzam Hossain  
Chairman

  
(A. Wahab & Co.)  
Chartered Accountants







## Profit & Loss Account

For The Year Ended 31st December, 2002

	NOTE	2002	2001
<b>Interest, Dividend and Rent :</b> (Not applicable to any Fund or Account)		<b>24,506,537</b>	<b>26,987,920</b>
Interest Received & Accrued	26	20,364,050	24,698,316
Dividend and Debenture Interest	27	4,142,487	2,289,604
<b>Profit transferred from :</b>	25	<b>40,992,287</b>	<b>30,175,114</b>
Fire Revenue Account		20,089,642	11,056,209
Marine Revenue Account		15,225,658	14,074,636
Misc. Revenue Account		5,676,987	5,044,269
<b>Other Income :</b>		<b>5,059,961</b>	<b>9,766,974</b>
Misc. Receipt		655,988	679,521
Profit on Sale of Investment (Shares)		4,403,973	9,087,453
<b>Total : Taka</b>		<b>70,558,785</b>	<b>66,930,008</b>

## Profit and Loss Appropriation Account

For The Year Ended 31st December, 2002

Balance brought forward from previous period	525,758	132,868
Excess Income Tax provision in the previous years brought forward	-	10,000,000
Net profit for the year transferred from Profit and Loss Account	56,388,168	53,288,075
<b>Total : Taka</b>	<b>56,913,926</b>	<b>63,420,943</b>

Subject to our separate report of even date.

  
Syed M. Altaf Hussain  
Director

  
Moazzam Hossain  
Chairman

  
(A. Wahab & Co.)  
Chartered Accountants



## Profit & Loss Account

For The Year Ended 31st December, 2002

	NOTE	2002	2001
<b>Interest, Dividend and Rent :</b> (Not applicable to any Fund or Account)		<b>24,506,537</b>	<b>26,987,920</b>
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Misc. Receipt		655,988	679,521
Profit on Sale of Investment (Shares)		4,403,973	9,087,453
<b>Total : Taka</b>		<b>70,558,785</b>	<b>66,930,008</b>

## Profit and Loss Appropriation Account

For The Year Ended 31st December, 2002

Balance brought forward from previous period	525,758	132,868
Excess Income Tax provision in the previous years brought forward	-	10,000,000
Net profit for the year transferred from Profit and Loss Account	56,388,168	53,288,075
<b>Total : Taka</b>	<b>56,913,926</b>	<b>63,420,943</b>

Subject to our separate report of even date.

  
Syed M. Altaf Hussain  
Director

  
Moazzam Hossain  
Chairman

  
(A. Wahab & Co.)  
Chartered Accountants



## Fire Insurance Revenue Account

For The Year Ended 31st December, 2002

	2002	2001
<b>Claims under policies less Re-insurance :</b>		
Paid during the year	16,757,632	12,018,837
Total estimated liability in respect of outstanding claims at the end of the year whether due or intimated	40,471,503	38,502,858
	57,229,135	50,521,695
Less : Outstanding Claims at the end of the previous year	38,502,858	28,861,575
	<b>18,726,277</b>	<b>21,660,120</b>
<b>Commission on Re-insurance Accepted</b>	<b>697,576</b>	<b>1,295,315</b>
<b>Expenses of Management</b>	<b>43,433,122</b>	<b>40,887,573</b>
<b>Commission</b>	<b>12,821,990</b>	<b>27,796,354</b>
<b>Profit transferred to Profit &amp; Loss Account</b>	<b>20,089,642</b>	<b>11,056,209</b>
<b>Balance of account at the end of the year as shown in Balance Sheet :</b>		
Reserve for unexpired risks, being 50% of the Fire Premium income of the year	16,714,284	25,207,270
<b>Total : Taka</b>	<b><u>112,482,891</u></b>	<b><u>127,902,841</u></b>

Date : Dhaka, April 30, 2003

  
A.K.M. Rafiqul Islam  
Managing Director

  
Abdul Monem  
Director





## Marine Insurance Revenue Account

For The Year Ended 31st December, 2002

	CARGO	HULL	2002	2001
<b>Claims under Policies less Re-Insurance :</b>				
Paid during the year	9,096,583	454,703	9,551,286	7,413,879
Total estimated liability in respect of Outstanding Claims at the end of the year whether due or intimated	39,308,480	-	39,308,480	28,456,582
	48,405,063	454,703	48,859,766	35,870,461
Less : Outstanding Claims at the end of the previous year	28,091,813	364,769	28,456,582	17,919,968
	20,313,250	89,934	20,403,184	17,950,493
<b>Expenses of Management</b>	27,869,234	2,202,511	30,071,745	21,282,077
<b>Commission</b>	9,026,179	24,869	9,051,048	10,967,512
<b>Profit transferred to Profit &amp; Loss Account</b>	14,105,143	1,120,515	15,225,658	14,074,636
<b>Balance of Account at the end of the year as shown in Balance Sheet :</b>				
Reserve for unexpired risks being 50% of the Marine Cargo Premium income and 100% of the Marine Hull Premium income of the year	33,737,583	186,148	33,923,731	32,670,270
<b>Total : Taka</b>	<u>105,051,389</u>	<u>3,623,977</u>	<u>108,675,366</u>	<u>96,944,988</u>

Date : Dhaka, April 30, 2003

  
A.K.M. Rafiqul Islam  
Managing Director

  
Abdul Monem  
Director



## Marine Insurance Revenue Account

For The Year Ended 31st December, 2002

	CARGO	HULL	2002	2001
Balance of Account at the beginning of the year : Reserve for Unexpired Risk	29,564,485	3,105,785	32,670,270	29,865,464
Premium less : Re-insurance	67,475,165	186,148	67,661,313	62,234,755
Commission on Re-insurance ceded	8,011,739	332,044	8,343,783	4,844,769
Total : Taka	<u>105,051,389</u>	<u>3,623,977</u>	<u>108,675,366</u>	<u>96,944,988</u>

Subject to our separate report of even date.

  
Syed M. Altaf Hussain  
Director

  
Moazzam Hossain  
Chairman

  
(A. Wahab & Co.)  
Chartered Accountants



## Miscellaneous Insurance Revenue Account

For The Year Ended 31st December, 2002

	MOTOR	MISC.	2002	2001
<b>Claims under policies</b>				
<b>Less Re-insurance :</b>				
Paid during the year	19,227,231	5,810,070	25,037,301	15,928,378
Total estimated liability in respect of outstanding claims at the end of the year whether due or intimated	23,752,355	7,856,000	31,608,355	28,273,620
	42,979,586	13,666,070	56,645,656	44,201,998
Less : Outstanding Claims at the end of the previous year	19,443,869	8,829,751	28,273,620	18,228,763
	23,535,717	4,836,319	28,372,036	25,973,235
<b>Commission on Re-insurance Accepted</b>	—	58,277	58,277	27,255
<b>Expenses of Management</b>	16,840,378	11,091,214	27,931,592	23,442,869
<b>Commission</b>	4,623,530	3,667,399	8,290,929	11,283,980
<b>Profit transferred to Profit &amp; Loss Account</b>	4,041,538	1,635,449	5,676,987	5,044,269
<b>Balance of account at the end of the year as shown in Balance Sheet :</b>				
Reserve for unexpired risks being 50% of the Motor and Misc. Premium income of the year	27,582,527	10,109,806	37,692,333	28,351,280
<b>Total : Taka</b>	<u>76,623,690</u>	<u>31,398,464</u>	<u>108,022,154</u>	<u>94,122,888</u>

Date : Dhaka, April 30, 2003

  
A.K.M. Rafiqul Islam  
Managing Director

  
Abdul Monem  
Director





## Statement of Cash Flow

For The Year Ended 31st December, 2002

	2002	2001
<b>A. Cash Flow from Operating Activities :</b>		
Net Profit after Tax	45,888,168	43,788,075
Adjustment to reconcile net profit to net cash provided by Operating Activities :		
Depreciation	4,877,306	4,375,138
Loss /(Profit) on Sale of Investment	(4,403,973)	(9,087,453)
Adjustment of Excess Income Tax Provision	-	10,000,000
Reserve for Unexpired Risk	2,101,528	3,969,304
Increase in Stock of Printing	(125,800)	(66,800)
Increase in Advance Payment of Tax	(991,296)	2,594,685
Increase in Sundry Debtors	(11,817,066)	(103,382)
Decrease in Interest, Dividend & Rent outstanding	6,990,227	5,819,403
Increase in Amount due from Other Person or Bodies carrying on Insurance Business	(47,501,525)	18,530,818
Decrease in Outstanding Premium	666,470	(772,911)
Decrease in Income Tax Payable	869,647	(6,485,497)
Increase in S. Creditors (excluding unpaid Dividend)	4,036,500	10,212,303
Increase in Estimated Liability in respect of Outstanding Claims whether due or intimated	16,155,278	30,222,754
Increase in amount due to other person or bodies carrying on insurance business	6,089,027	(8,028,625)
Decrease in Premium Deposit	(18,301,339)	(27,828,879)
<b>Net Cash Flow from Operating Activities</b>	<b><u>4,533,152</u></b>	<b><u>77,138,933</u></b>
<b>B. Cash Flow from Investing Activities :</b>		
Purchase of fixed Assets (including Land)	(16,836,575)	(21,262,934)
Increase in Capital Work-in-Progress (Building Project)	(10,212,522)	(16,188,205)
Encashment of P.S.P.	-	5,000,000
Disposal of Investment & other assets	26,694,629	20,637,540
Investment made during the year	(16,441,295)	(31,017,838)
<b>Net Cash Flow from Investing Activities</b>	<b><u>(16,795,763)</u></b>	<b><u>(42,831,437)</u></b>
<b>C. Cash Flow from Financing Activities :</b>		
Loan Received from Bank	16,578,399	13,796,237
Loan Repayment to Bank	(13,300,000)	(5,400,000)
Dividend Paid	(21,857,221)	(25,568,910)
<b>Net Cash Flow from Financing Activities</b>	<b><u>(18,578,822)</u></b>	<b><u>(17,172,673)</u></b>
Decrease in Cash and Bank Balance (A+B+C)	<b><u>(30,841,433)</u></b>	<b><u>17,134,823</u></b>
Cash and Bank Balance at Opening	291,825,359	274,690,536
Cash and Bank Balance at Closing	260,983,926	291,825,359
Net Profit as per Profit & Loss Account	56,388,168	53,288,075
Less : Income Tax provision for the year 2002	10,500,000	9,500,000
Net Profit after Tax	<b><u>45,888,168</u></b>	<b><u>43,788,075</u></b>

  
A.K.M. Rafiqul Islam  
Managing Director

  
Abdul Monem  
Director

  
Syed M. Altaf Hussain  
Director

  
Moazzam Hossain  
Chairman

  
(A. Wahab & Co.)  
Chartered Accountants

Date : Dhaka, April 30, 2003



## Notes on Accounts

For The Year Ended 31st December 2002

### GENERAL

**a. Significant accounting policies and other relevant information:**

- i) The Company is a Public Limited Company under the Companies Act, 1994 and is engaged in general insurance business as per Insurance Act, 1938. It has adopted relevant International Accounting Standards as were adopted in Bangladesh under the title Bangladesh Accounting Standards (BAS) with reference to disclosures of accounting policies, valuation of investment such as long term and current investments.
- ii) **Basis of Accounting :** The accounts have been prepared on a going concern basis under generally accepted accounting principles on historical cost convention.
- iii) **Basis of Presentation:** The Balance Sheet has been prepared in accordance with the regulations as contained in Part-I of the First Schedule. Revenue Account of each class of general insurance business has been prepared in accordance with the regulations as contained in Part-I of the Third Schedule and as per Form "F" as set forth in Part-II of Third Schedule of the Insurance Act, 1938 as amended from time to time.
- iv) **Premium Income :** The total amount of premium earned on various classes of insurance business underwritten during the year, the gross amount of premium earned against various policies, the amount of re-insurance premium due to Sadharan Bima Corporation, the amount of re-insurance commission earned and the amount of claims less re-insurance settled during the year have all been duly accounted for in the books of account of the Company and while preparing the final statements of accounts, the effect of re-insurance accepted and re-insurance ceded as well as the effect of total estimated liabilities in respect of outstanding claims at the end of the year, whether due or intimated have also been duly reflected in order to arrive at the net underwriting profit for the year.
- v) **Interest on Statutory and other Investments :** Interest accrued on statutory investment of Tk. 45.00 lacs lying with Bangladesh Bank in the form of N.I.B.s has not been accounted for. But interest received from banks on STD Accounts and FDR Accounts have been duly credited to the Profit and Loss Account after adjusting interest on OD A/C.
- vi) **Loss or Gain on Sale of Shares and Debentures :** Loss or Gain on sale of shares and dividend income earned during the year have been shown in the Profit and Loss Account and the tax relief as well as the concession rate of tax as availed under the existing Income Tax law, have been given effect in the accounts.
- vii) **Management Expenses :** Management expenses as charged to Revenue Accounts amounting to Tk. 101,436,459 is approximately 28.94% of gross premium of Tk. 350,389,058. The expenses have been apportioned @ 42.82% to Fire, 29.64% to Marine and 27.54% to Miscellaneous business as per Management decision.
- viii) **Provision for Unexpired Risks :** Before arriving at the surplus of each class of business necessary provision for un-expired risks have been created at the rate of 50% on all business except on Marine Hull business for which the provision was made @ 100% of the total premium for the year 2002.
- ix) **Reserve for Exceptional Loss :** Reserve for Exceptional Losses as appropriated out of current year's profit before tax amounts to Tk. 17,647,454 being 10% of the net premium earned during the year.
- x) **Depreciation on Fixed Assets :** Depreciation on Fixed Assets has been charged on cost for full year as per Straight Line Method at the following rates :

<u>Category of Assets</u>	<u>Rate of Depreciation</u>
Furniture and Fixtures	10% to 15%
Motor Vehicles	20%
Office & Electrical Equipment	15%
Miscellaneous Items	20%



## BALANCE SHEET

### 1. National Investment Bond: Tk. 4,500,000

The amount represents 3-year National Investment Bond with a face value of Tk. 45.00 lacs held with Bangladesh Bank as Statutory deposit under Insurance Act, 1938.

<u>Particulars</u>	<u>Amount</u>
Opening balance	4,500,000
Less : Encashment on maturity during the year	-
Closing Balance	<b>Taka : 4,500,000</b>

Interest accrued on the investment has not been accounted for.

### 2. Shares and Debentures: Tk. 85,622,326

The movement of the balance is shown below:

<u>Particulars</u>	<u>2002</u>	<u>2001</u>
Opening Balance	89,897,105	75,338,656
Add : Purchased during the year	16,441,295	31,017,838
	106,338,400	106,356,494
Less : Sales/Redemption during the year	22,653,328	11,550,087
	83,685,072	94,806,407
Add: Difference between market price and book value as on 31-12-02 (Adjusted through Revaluation Reserve Account)	1,937,254	(4,909,302)
Closing Balance at Market Value	<b>Taka : 85,622,326</b>	<b>89,897,105</b>

The company wise break-up of the above balance is as under :

i) **Shares :**  
(Share in Public Limited Company)

<u>Name of the Company</u>	<u>No of Shares</u>	<u>Book Value</u>	<u>Market value as on 31-12-2002</u>	<u>Remarks</u>
IFIC Bank Ltd.	1,708	393,090	393,267	
Rupali Bank Ltd.	3,225	309,600	411,994	
National Bank Ltd.	10,629	2,929,129	2,537,674	
Dhaka Bank Ltd.	800	284,816	211,200	
Prime Bank Ltd.	2,050	661,476	628,325	
BOC Bangladesh Ltd.	4,850	439,895	541,745	
Tripti Industries Ltd.	21,120	823,680	1,040,160	
Green Delta Insurance Co. Ltd.	10	4,200	5,500	
Reliance Insurance Ltd.	350	153,960	128,100	
Ind. & Infrastructure Dev. Finance Co. Ltd.	100,000	10,000,000	10,000,000	Not Quoted
IDLC Bangladesh Ltd.	120	56,880	130,200	
United Leasing Co. Ltd.	936	585,000	767,520	



National Housing Finance & Investments Ltd.	200,000	20,000,000	20,000,000	Not Quoted
Central Depository Bangladesh Ltd.	2	2,000,000	2,000,000	Not Quoted
Chittagong Cement Clinker Grinding Co. Ltd.	7,630	6,803,505	5,117,823	
Confidence Cement Ltd.	3,000	1,035,913	719,250	
Beximco Pharmaceuticals Ltd.	12,487	589,506	520,708	
Orion Infusion Ltd.	7,000	196,000	458,500	
Square Pharmaceuticals Ltd.	10	12,551	12,415	
Beximco Infusion Ltd.	890	220,582	206,258	
Eastern Housing Ltd.	10,900	1,174,475	915,600	
Shinepukur Holdings Ltd.	400	16,900	17,200	
Monno Fabrics Ltd.	167,000	10,604,500	14,487,250	
Dulamina Cotton Spinning Mills Ltd.	2,720	108,800	111,520	
Padma Textile Mills Ltd.	21,700	412,300	379,750	
Tallu Spinning Mills Ltd.	390	31,395	32,760	
Ashraf Textile Mills Ltd.	2,500	21,000	17,250	
Square Textiles Ltd.	5,025	121,900	135,173	
Usmania Glass Sheet Ltd.	5	2,475	3,640	
<b>Total : Taka (i)</b>		<b>59,993,528</b>	<b>61,930,782</b>	

The investment in National Housing Finance Investment Ltd., Industrial & Infrastructure Development Finance Company Ltd. and Central Depository Bangladesh Ltd. are on account of purchase of Sponsor Shares of each of the Company amounting to Tk. 20,000,000, Tk.10,000,000 & Tk. 2,000,000 respectively.

**ii) Debentures :**

<u>Name of the Company</u>	<u>At Cost Less: Redemption</u>
Bangladesh Export Import Company Ltd.	1,660,000
Bangladesh Zipper Industries Ltd.	32,400
Beximco Synthetics Ltd.	1,660,450
Magura Paper Mills Ltd.	2,500,000
Beximco Fisheries Ltd.	1,161,194
Beximco Textile Ltd.	2,177,500
Beximco Denims Ltd.	10,000,000
Bangladesh Luggage Industries Ltd.	4,500,000
<b>Total : Taka (ii)</b>	<b>23,691,544</b>
<b>Grand Total : Taka (i+ii)</b>	<b>85,622,326</b>



3. **Outstanding Premium: Tk. 5,365,647**

The balance represents outstanding premium on direct account, which have been realized subsequently till February 28, 2003. It is exclusive of Tk. 37,469,462 due from other Co-insurers shown separately in note 4 below. The business wise break-up of the outstanding premium shown as above is given below:

<u>Particulars</u>	<u>2002</u>	<u>2001</u>
Fire	423,308	2,622,830
Marine	3,979,875	2,062,826
Motor	905,511	130,128
Misc.	56,953	1,216,333
<b>Taka :</b>	<b><u>5,365,647</u></b>	<b><u>6,032,117</u></b>

4. **Amount due from other persons or bodies carrying on Insurance business: Tk. 109,461,779**

The amount is made up as follows:

<u>Particulars</u>	<u>2002</u>	<u>2001</u>
Co-Insurance Premium receivable (including refund premium)	37,469,462	41,027,789
Sadharan Bima Corporation	47,621,317	—
Overseas Re-Insurar	2,108,543	—
Co-Insurance Claim receivable from different Insurance companies :		
Fire	4,431,879	4,051,660
Marine	15,268,450	14,919,014
Motor	1,076,718	569,952
Misc.	1,485,410	1,391,839
<b>Taka :</b>	<b><u>109,461,779</u></b>	<b><u>61,960,254</u></b>

5. **Interest, Dividend & Rent outstanding: Tk. 8,233,007**

The balance is made up as follows:

<u>Particulars</u>	<u>2002</u>	<u>2001</u>
Interest on NIB/PSP	—	6,480,000
Dividend (i)	104,041	182,186
Debenture Interest (ii)	8,128,966	8,561,048
<b>Taka :</b>	<b><u>8,233,007</u></b>	<b><u>15,223,234</u></b>



- i) **Dividend: Tk. 104,041**  
This is made-up as under:

<u>Name of the Company</u>	<u>Amount</u>
Confidence Cement Ltd.	51,000
Ashraf Textile Mills Ltd.	1,062
Metro Spinning Ltd.	1,063
Beximco Fisheries Ltd.	50,916
<b>Taka :</b>	<b><u>104,041</u></b>

- ii) **Debenture Interest: Tk. 8,128,966**  
This is made-up as under:

<u>Name of the Company</u>	<u>Amount</u>
Bangladesh Export Import Co. Ltd.	421,610
Beximco Textile Ltd.	1,153,918
Beximco Denims Ltd.	5,299,280
Beximco Fisheries Ltd.	598,455
Beximco Synthetics Ltd.	130,703
Bangladesh Luggage Ltd.	525,000
<b>Taka:</b>	<b><u>8,128,966</u></b>

6. **Sundry Debtors: Tk. 32,374,948**

The balance is made-up as follows:

<u>Particulars</u>	<u>2002</u>	<u>2001</u>
Advance against expenses	978,092	906,322
Advance against rent (i)	5,247,725	4,179,782
Advance against salary	259,645	172,679
Advance against investment (ii)	12,097,500	4,097,500
Advance against Motor Cycle	15,806	33,062
House Building Loan	4,362,096	2,818,300
Film City	-	5,000
Security Deposit	264,000	264,000
Group Insurance Premium (Due from employees)	203,724	131,444
Jamuna Resort Limited (iii)	6,727,278	3,645,364
Pragati Life Insurance Co. Ltd. (iv)	2,219,082	4,304,429
<b>Taka:</b>	<b><u>32,374,948</u></b>	<b><u>20,557,882</u></b>



**i) Advance Against Rent : Tk. 5,247,725**

This relates to advance paid for office rent of branch offices in different locations of the country.

This is made-up as under :

Opening Balance	4,179,782
Add: Advance paid during the year	<u>2,666,855</u>
	6,846,637
Less: Adjusted during the year	<u>1,598,912</u>
Closing balance	<b>Taka: <u>5,247,725</u></b>

**ii) Advance Against Investment: Tk. 12,097,500**

This is made-up as under:

Lafarge Surma Cemant Ltd.  
(Pre-IPO Placement for 100,000 shares) 10,000,000

ICB against Bridge Financing (a)	97,500
Other advance against share	<u>2,000,000</u>
	<b>Taka : <u>12,097,500</u></b>

(a) This is an old balance since 1991 towards bridge finance contribution under the leadership of I.C.B. The amount has not been realized till the date of audit.

**iii) Jamuna Resort Ltd. : Tk. 6,727,278**

This is made-up as under:

Opening Balance	3,645,364
Add: Addition during the year	<u>3,081,914</u>
Closing Balance	<b>Taka : <u>6,727,278</u></b>

The amount spent for Bangabandhu Bridge Tourism Development Project is on account of preparatory action taken in connection with meeting, the expenses relating to financial bids for the work of the project and miscellaneous development work under taken subsequently.

iv) Balance with Pragati Life Insurance Ltd. however stands at Tk. 1,811,212 which has been reconciled subsequently.



7. **Advance Payment of Tax : Tk. 3,582,108**

The entire balance relates to Accounting year ended on 31-12-2002 (Assessment year 2003-2004).

This is made-up as under:

<b>AIT Deducted on Account of :</b>	<b>2002</b>	<b>2001</b>
Deducted at Source from FDR Interest	1,835,580	1,850,516
Deducted at Source from STD Interest	235,957	451,565
Deducted at Source from Dividend Income	580,879	288,731
Deducted at Source from Office Rent	429,692	-
Advance Tax Paid	500,000	-
<b>Taka : 3,582,108</b>	<b><u>3,582,108</u></b>	<b><u>2,590,812</u></b>

The entire amount is eligible for adjustment towards the settlement of Tax liability on finalization of assessments. The provision for income tax during the year being Tk. 10,500,000, the balance amount of the tax payable for the year needs to be paid before filing of the return.

8. **Fixed Deposit Account : Tk. 237,702,632**

<b>Particulars</b>	<b>2002</b>	<b>2001</b>
Opening Balance	210,902,632	205,517,632
Add : Addition during the year	<u>26,800,000</u>	<u>18,500,000</u>
	237,702,632	224,017,632
Less : Encashment during the year	-	<u>13,115,000</u>
Closing Balance	<b>Taka : <u>237,702,632</u></b>	<b><u>210,902,632</u></b>

Interest on FDR is accounted for on cash basis as per usual practice.

9. **STD & Current Account: Tk. 18,377,059**

The balance has been arrived at as under:

<b>Particulars</b>	<b>2002</b>	<b>2001</b>
STD Account	32,695,112	66,281,098
Current Account (OD) (i)	(18,247,509)	(9,738,268)
Current Account (ii)	520,250	833,051
Foreign Currency Account (iii)	3,409,206	19,275,446
	<b><u>18,377,059</u></b>	<b><u>76,651,327</u></b>

i) This includes the following Bank Accounts:

a) National Bank Ltd., Dilkusha Branch CD A/C # 71841	(17,674,817)
b) Dhaka Bank Ltd., Kawran Bazar, CD A/C # 15000628	(572,692)

**Taka : (18,247,509)**





ii) This includes the following Bank Accounts :

a) National Bank Ltd., Dilkusha Branch, CD-71338	147,702
b) National Bank Ltd., Agrabad Branch, CD-3440	200,967
c) Uttara Bank Ltd., Corporate Branch, CD-11004204	11,927
d) Standard Chartered Bank Ltd., Dhaka Main Branch, CD-1711344	123,709
e) Uttara Bank Ltd., Kawran Bazar Branch, CD-732	1,000
f) Premier Bank Ltd., Kawran Bazar Branch, CD -11000016	520
g) Uttara Bank Ltd., Kawran Bazar Branch, CD-881	34,425

**Taka : 520,250**

iii) This includes the following Bank Accounts :

	<u>In US \$</u>	<u>Tk. Rate/\$</u>	<u>In BDT</u>
Standard Chartered Bank, A/C # 01-1109278-01	31,994.76	58.40	1,868,493.98
Standard Chartered Bank, A/C # 01-1632205-01	26,382.06	58.40	1,540,712.30
<b>Total :</b>	<b>58,376.82</b>		<b>3,409,206.28</b>

**10. Cash and Stamp in hand: Tk. 4,904,235**

The break-up of the above balance is as under:

<u>Particulars</u>	<u>2002</u>	<u>2001</u>
Petty Cash Account at Head Office	713,559	723,173
Petty Cash Account with Branches	4,125,866	3,505,496
Stamp in Hand	64,810	42,731
<b>Taka :</b>	<b>4,904,235</b>	<b>4,271,400</b>

Physical count of cash and stamp as on 31st December, 2002 at Head Office have been done. The management has furnished certificate confirming the position.

**11. Land: (free hold) Tk. 296,469,582**

The break-up of the above balance is as under:

<u>Particulars</u>	<u>2002</u>	<u>2001</u>
Opening Balance	295,800,731	292,538,118
Add : Khilkhet land registration & Other Expenses	456,028	3,000,000
	<b>296,256,759</b>	<b>295,538,118</b>
Add: Expenses at Panthapath Land, Kawran Bazar (Legal Expenses and Salary of Security Personnel)	212,823	262,613
Closing Balance	<b>Taka : 296,469,582</b>	<b>295,800,731</b>

**11(a) Land at Gulshan: Tk. 51,597,321**

The break-up of the above balance is as under:

<u>Particulars</u>	<u>2002</u>	<u>2001</u>
Opening Balance	45,151,713	40,371,986
Add : Interest charged during the year	6,445,608	4,779,727
Closing Balance	<b>Taka : 51,597,321</b>	<b>45,151,713</b>

The details of the land purchased is as under:

Plot No. NW(H)7, Holding No. 7, Road No. 51/54, Gulshan R/A-2, Dhaka.



12. **Fixed Assets at cost: Tk. 60,495,965**

Details break-up of Fixed Assets is given below :

Particulars	Furniture and Fixture	Office and Electrical Equipment	Motor Vehicles	Other Assets	Total
As at 1st January, 2002	20,106,848	13,018,119	19,339,115	873,638	53,337,720
Addition during the year 2002	2,970,593	1,161,963	5,565,810	23,750	9,722,116
Disposal of Fixed Assets	(6,000)	-	(2,557,871)	-	(2,563,871)
Cost as at 31st December, 2002	<u>23,071,441</u>	<u>14,180,082</u>	<u>22,347,054</u>	<u>897,388</u>	<u>60,495,965</u>
Depreciation :					
As at 1st January, 2002	9,067,903	9,865,540	17,573,365	767,302	37,274,110
Charged for the year 2002	1,579,098	1,170,036	2,088,564	39,608	4,877,306
Depreciation adjustment for disposal of Fixed Assets	(6,000)	-	(2,557,871)	-	(2,563,871)
Depreciation as at 31st December, 2002	<u>10,641,001</u>	<u>11,035,576</u>	<u>17,104,058</u>	<u>806,910</u>	<u>39,587,545</u>
Written down value as at 31st December, 2002	<u>12,430,440</u>	<u>3,144,506</u>	<u>5,242,996</u>	<u>90,478</u>	<u>20,908,420</u>

13. **Joint Venture Building Project: Tk. 174,065,528**

The break-up of the Cost of the Joint Venture Building Project with Rhone Poulenc Rorer (BD) Ltd. is given below:

Particulars	2002	2001
Opening Balance	163,853,006	147,664,801
Add : Addition of Cost less adjustment during the year	10,212,522	16,188,205
Closing Balance	<b>Taka: <u>174,065,528</u></b>	<b><u>163,853,006</u></b>

Joint Venture Building is yet to be registered in the name of the company.



**14. Issued, Subscribed & Paid up Capital: Tk. 95,160,000**

The balance represents:

<u>Particulars</u>	<u>2002</u>	<u>2001</u>
610,000 Ordinary Shares of Tk. 100 each fully paid up in cash	61,000,000	61,000,000
122,000 Ordinary Shares of Tk. 100 each fully paid up as Bonus Share (5:1) allotted during 1997	12,200,000	12,200,000
219,600 Ordinary Shares of Tk. 100 each fully paid up as Bonus Share (10:3) allotted during 2002	21,960,000	—
(Out of General Reserve Balance at 31-12-2001)	<b>Taka: 95,160,000</b>	<b>73,200,000</b>

The category wise shareholdings as on 31-12-2002 is noted below :

<u>Category of Shareholders</u>	<u>No. of Shares</u>
1. Sponsors & Director of Group-A (50%)	475,800
2. General Public ( 24.68 %)	234,855
3. Financial Institutions and Other (including ICB & ICDDRDB Endowment Fund) (12.64 %)	120,311
4. Limited Companies (12.68%)	120,634
<b>Total :</b>	<b>951,600</b>

i)

**Group-A**

<u>Class Interval</u>	<u>No. of Shares</u>	<u>No. of Share-holders</u>	<u>Total Holdings %</u>	<u>% of Total paid-up capital</u>
1-500	—	—	—	—
501-1000	—	—	—	—
1001-5000	26,074	10	5.48	2.74
5001-10000	117,348	16	24.66	12.33
10001-20000	120,445	8	25.32	12.66
20001-50000	211,933	9	44.54	22.27
<b>Total of (i)</b>	<b>475,800</b>	<b>43</b>	<b>100.00</b>	<b>50.00</b>

ii)

**Group-B**

1-500	105,315	998	22.14	11.07
501-1000	22,990	32	4.83	2.41
1001-5000	103,207	55	21.69	10.85
5001-10000	51,141	7	10.75	5.37
10001-20000	46,621	3	9.80	4.90
20001-50000	96,223	3	20.22	10.11
50001-60000	50,303	1	10.57	5.29
<b>Total of (ii)</b>	<b>475,800</b>	<b>1,099</b>	<b>100.00</b>	<b>50.00</b>
<b>Grand Total (i + ii)</b>	<b>951,600</b>	<b>1,142</b>		<b>100.00</b>



15. **Contingency Reserve for Insurance Guarantees & Tail ended Insurance Business: Tk. 105,869,651**

<u>Particulars</u>	<u>2002</u>	<u>2001</u>
Reserve against unexpired Guarantees	87,080,441	87,080,441
Reserve against Tail ended Insurance Business	18,789,210	18,789,210
<b>Taka :</b>	<b><u>105,869,651</u></b>	<b><u>105,869,651</u></b>

16. **Revaluation Reserve: Tk. 89,003,959**

This balance is made up as under:

<u>Particulars</u>	<u>Amount</u>
Opening Balance	87,429,377
Add: Appreciated value of shares between Market Price and Book Value (61,930,782-59,993,528)	1,937,254
	89,366,631
Less: Short Recovery from Advance against Investment	362,672
<b>Closing Balance</b>	<b><u>Taka: 89,003,959</u></b>

17. **General Reserve: Tk. 264,728**

The above balance is made up as follows:

<u>Particulars</u>	<u>Amount</u>
Opening Balance	38,000,000
Less: Transfer to Issued, Subscribed & Paid-up Capital	21,960,000
	16,040,000
Add: Transfer during the year	9,000,000
	25,040,000
Less: Transfer to Share Premium A/C (against Bonus Share @ Tk. 112.82 for 219,600 Shares)	24,775,272
<b>Closing Balance</b>	<b><u>Taka: 264,728</u></b>

18. **Premium Deposit: Tk. 22,774,409**

The amount represents the adjusted balance of premium as received against Cover Notes over the years for which policies have not been issued within 31st December, 2002.

<u>The balance is made up as under:</u>	<u>Amount</u>
Deposit Premium on Marine Cover Note	15,215,102
Stamp Duty	5,063,430
VAT	2,495,877
<b>Taka:</b>	<b><u>22,774,409</u></b>



19. **Estimated Liabilities in respect of outstanding claims whether due or intimated: Tk. 111,388,338**

The break-up of the amount is noted below:

<b>Particulars</b>	<b>2002</b>	<b>2001</b>
Fire	40,471,503	38,502,858
Marine	39,308,480	28,456,582
Motor	23,752,355	19,443,869
Misc.	7,856,000	8,829,751
<b>Taka: 111,388,338</b>	<b>111,388,338</b>	<b>95,233,060</b>

20. **Amount due to other persons or bodies carrying on Insurance Business : Tk. 47,985,629**

The break-up of the amount is given below :

<b>Particulars</b>	<b>2002</b>	<b>2001</b>
Sadharan Bima Corporation	—	7,131,145
Payable against Co-Insurance Premium	37,308,093	26,997,514
Overseas Re-Insurer	—	7,767,943
Co-Insurance Claim	839,175	—
SBC Port folio Premium	9,838,361	—
<b>Taka : 47,985,629</b>	<b>47,985,629</b>	<b>41,896,602</b>

21. **Loan from Bank for Building Project (Secured): Tk. 72,452,019**

The balance is made-up as under:

<b>Particulars</b>	<b>2002</b>	<b>2001</b>
Opening Balance	74,619,228	71,002,718
Interest charges upto December, 2002	10,127,791	9,011,510
Bank charges and Excise duty	5,000	5,000
	84,752,019	80,019,228
Less : Paid during the year	12,300,000	5,400,000
Closing Balance	<b>Taka : 72,452,019</b>	<b>74,619,228</b>

21(a) **Loan from Bank for Gulshan land (Secured) : Tk. 50,597,321**

This is on account of Loan from National Credit and Commerce Bank Ltd., Motijheel Branch, Dhaka under the Account SOD-01403893 (Land) for procurement of land in Gulshan, Dhaka.

<b>Particulars</b>	<b>2002</b>	<b>2001</b>
Opening Balance	45,151,713	40,371,986
Add: Interest charged upto December, 2002	6,443,108	4,777,227
Bank charge and Excise duty	2,500	2,500
	51,597,321	45,151,713
Less: Paid during the year	1,000,000	—
Closing Balance	<b>Taka : 50,597,321</b>	<b>45,151,713</b>



## 22. Sundry Creditors: Tk. 32,825,233

The balance is made-up as follows :

<u>Particulars</u>	<u>2002</u>	<u>2001</u>
Payable against Expenses	10,790,057	8,571,557
Provident Fund	221,880	470,466
Income Tax deduction (i)	1,904,673	2,276,637
VAT payable (ii)	4,145,000	2,648,592
Unpaid dividend	510,328	407,549
Received against Security	3,496,000	4,242,632
Tax deduction against Rent	48,980	48,980
Vat deduction against Bills	126,586	336,776
Advance Rent received	11,540,733	9,298,150
Tax deduction against bills	17,044	360,627
Others	23,952	23,988
<b>Taka :</b>	<b><u>32,825,233</u></b>	<b><u>28,685,954</u></b>

- i) **Income Tax deduction** : Income Tax deduction at source amounting to Tk. 1,904,673 includes Tk. 1,873,269 as Income Tax deduction from Dividend paid to the Shareholders, which has been deposited to Bangladesh Bank subsequently.
- ii) **VAT payable** : VAT payable in the amount of Tk. 4,145,000 represents VAT for the month of December 2002 which has been deposited into Bangladesh Bank subsequently.

## 23. Provision for Income Tax: Tk. 13,071,132

The amount includes Tk. 10,500,000 being Income Tax provision for accounting year ended on 31st December, 2002 (Assessment year 2003-2004).

The make-up of the balance of provision is noted below:

<u>Particulars</u>	<u>2002</u>	<u>2001</u>
Opening Balance	12,201,485	18,686,982
Less : Paid/Adjusted during the year (for Asstt. year 2002-03)	7,590,813	5,185,497
	4,610,672	13,501,485
Less : Cash paid	2,039,540	800,000
	2,571,132	12,701,485
Less: Excess provision upto December 31, 2001	—	10,000,000
	2,571,132	2,701,485
Add: Provision made for the year 2002 (Asstt. year 2003-04)	10,500,000	9,500,000
Closing Balance	<b>Taka : <u>13,071,132</u></b>	<b><u>12,201,485</u></b>

## 24. Proposed Dividend: Tk. 19,032,000

The amount has been appropriated out of surplus available for distribution @ 20% on paid-up capital of Tk. 95,160,000 as on 31-12-2002 as per recommendation of the Board. Income Tax will be deducted from the proposed Dividend when paid as per Income Tax Ordinance, 1984. The Board of Directors has also recommended a stock dividend of 25% payable to the existing shareholders, out of Share Premium Account of the Company.



## PROFIT AND LOSS ACCOUNT

### 25.00 Underwriting Profit : Tk. 40,992,287

i) The summarized position of net underwriting profit earned during the year 2002 is as follows :

Particulars	Fire	Marine	Motor & Misc.	2002	2001
<b>Premium Income :</b>					
A) Gross Premium	164,051,981	92,566,996	93,770,081	350,389,058	337,450,188
B) Re-Insurance premium Ceded	130,623,414	24,905,683	18,385,416	173,914,513	168,098,333
C) Net Premium (A-B)	<u>33,428,567</u>	<u>67,661,313</u>	<u>75,384,665</u>	<u>176,474,545</u>	<u>169,351,855</u>
<b>Direct Expenses :</b>					
D) Commission [(Net of Re-Insurance Accepted and Ceded (Net) Note-25 (ii))	(40,327,488)	707,265	4,062,997	(35,557,226)	(15,968,930)
E) Claim settled & provided [(Net) (Note-25 (iii))	18,726,277	20,403,184	28,372,036	67,501,497	85,583,848
F) Management Expenses	43,433,122	30,071,745	27,931,592	101,436,459	85,612,519
G) Total Direct expenses (D+E+F)	<u>21,831,911</u>	<u>51,182,194</u>	<u>60,366,625</u>	<u>133,380,730</u>	<u>135,207,437</u>
H) Adjusted Fund balance for unexpired risk (Opening Balance less Closing Balance)	8,492,986	(1,253,461)	(9,341,053)	(2,101,528)	(3,969,304)
Net Underwriting Profit (C-G+H)	Taka : <u>20,089,642</u>	<u>15,225,658</u>	<u>5,676,987</u>	<u>40,992,287</u>	<u>30,175,114</u>
I) Allocation of Management Expenses	<u>42.82%</u>	<u>29.64%</u>	<u>27.54%</u>	<u>100%</u>	

ii) Commission (Net): Tk. (35,557,226)

Particulars	Fire	Marine	Motor & Misc.	2002	2001
Commission paid on Direct Business	12,821,990	9,051,048	8,290,929	30,163,967	50,047,846
Commission paid on Re-Insurance Accepted	697,576	-	58,277	755,853	1,322,570
	13,519,566	9,051,048	8,349,206	30,919,820	51,370,416
Less : Commission earned on Re-Insurance ceded	53,847,054	8,343,783	4,286,209	66,477,046	67,359,346
Net Commission	Taka : <u>(40,327,488)</u>	<u>707,265</u>	<u>4,062,997</u>	<u>(35,557,226)</u>	<u>(15,988,930)</u>

iii) Claim settled (Net): Tk. 67,501,497

Particulars	Fire	Marine	Motor & Misc.	2002	2001
Gross Claim	63,796,746	13,420,858	49,426,990	126,644,594	78,582,194
Less : Salvage Received	-	-	-	-	180,250
	63,796,746	13,420,858	49,426,990	126,644,594	78,401,944
Less : Re-Insurance Claim Recovery	47,039,114	3,869,572	24,389,689	75,298,375	43,040,850
Paid during the year	16,757,632	9,551,286	25,037,301	51,346,219	35,361,094
Add : Outstanding Claim at the end of the year whether due or intimated (Company's Share)	40,471,503	39,308,480	31,608,355	111,388,338	95,233,060
	57,229,135	48,859,766	56,645,656	162,734,557	130,594,154
Less : Outstanding Claim at the end of the previous year	38,502,858	28,456,582	28,273,620	95,233,060	65,010,306
Net Claim	Taka : <u>18,726,277</u>	<u>20,403,184</u>	<u>28,372,036</u>	<u>67,501,497</u>	<u>65,583,848</u>



26. **Interest Received and Accrued: Tk. 20,364,050**

The amount is made-up as follows:

<u>Particulars</u>	<u>2002</u>	<u>2001</u>
Interest received from Banks on FDR & STD accounts	20,917,928	23,020,816
Interest received and accrued on P.S.P.	—	2,375,000
	<u>20,917,928</u>	<u>25,395,816</u>
Less : Interest adjusted on OD Account	553,878	697,500
<b>Taka :</b>	<b><u>20,364,050</u></b>	<b><u>24,698,316</u></b>

27. **Dividend and Debenture Interest (Gross): Tk. 4,142,487**

The break-up of the above amount is as follows:

<u>Particulars</u>	<u>2002</u>	<u>2001</u>
Dividend Income	3,883,088	1,962,480
Debenture Interest (i)	259,399	327,124
<b>Taka :</b>	<b><u>4,142,487</u></b>	<b><u>2,289,604</u></b>

i) Debenture Interest :

<u>Name of the Company</u>	<u>Interest Received during the year</u>
Beximco Synthetic Ltd.	191,117
Bexmco Infusion Ltd.	5,780
Capital Paper & Pulp Mills Ltd.	62,502
<b>Taka :</b>	<b><u>259,399</u></b>

28. **Registration Renewal Fee: Tk. 501,876**

The balance represents the amount deposited to Bangladesh Bank against renewal of Fire, Marine and Miscellaneous insurance business as per Section-3A of Insurance Act, 1938.

29. **Audit Fee: Tk. 270,000**

<u>Particulars</u>	<u>2002</u>	<u>2001</u>
Statutory Audit (provision during the year)	150,000	100,000
Special Audit (provision during the year)	120,000	110,000
<b>Taka :</b>	<b><u>270,000</u></b>	<b><u>210,000</u></b>





30. **Net Profit for the year and its appropriation :**

<b>Particulars</b>	<b>2002</b>	<b>2001</b>
Underwriting Profit as per Revenue Accounts	40,992,287	30,175,114
Interest Income & Dividend	24,506,537	26,987,920
Other Income (including Gain on sales of shares)	5,059,961	9,766,974
	<u>70,558,785</u>	<u>66,930,008</u>
Less : Expenses of Management (not related to any fund or account)	14,170,617	13,641,933
Net Profit for the year	56,388,168	53,288,075
Less : Reserve for Exceptional Losses (10% of Net Premium) Tax free	17,647,454	16,935,185
	<u>38,740,714</u>	<u>36,352,890</u>
Add : Surplus brought forward	525,758	132,868
	<u>39,266,472</u>	<u>36,485,758</u>
Add: Excess provision of Income Tax upto the year ended 2000 written back.	-	10,000,000
	<u>39,266,472</u>	<u>46,485,758</u>
Less :		
i) Tax provision for Assessment year (2003-2004) A/C 31-12-2002	10,500,000	9,500,000
ii) Balance available for distribution	19,032,000	21,960,000
iii) General Reserve	9,000,000	14,500,000
	<u>38,532,000</u>	<u>45,960,000</u>
Surplus Carried forward	Taka : <u>734,472</u>	<u>525,758</u>

31. **Contingent Liability :**

- a) During the year an amount of Tk. 1,107,856 was earned as premium against 5 Guarantees issued but there was no re-insurance arrangement against guarantees so issued.
- b)
  - i) As on 31-12-2002 financial Guarantees amounted to Tk. 81 million (app) which will expire on different dates during 2003.
  - ii) Money suits for Tk. 1,881,505 was pending as on 31-12-2002 for Marine Insurance (Cargo) Claims which the company disputed and so not accounted for.

Dated: Dhaka, April 30, 2003

  
**(A. Wahab & Co.)**  
Chartered Accountants



## Form-AA Classified Summary of Assets

As at December 31, 2002

<u>Class of Assets</u>	<u>Book Value</u>
National Investment Bond (Held with BD Bank)	4,500,000
Shares at Market Value	61,930,782
Debentures (at cost)	23,691,544
Cash on Fixed Deposit, STD and Current A/c with banks	256,079,691
Cash & Stamps in hand	4,904,235
Outstanding Premium and other dues	114,827,426
Interest accrued but not received	8,233,007
Sundry Debtors, Advance & Deposits	35,957,056
Stock of Printing Materials in hand (at cost)	364,700
Land	348,066,903
Fixed Assets (at cost)	60,495,965
Joint Venture Building Project	174,065,528
	<b>Taka : <u>1,093,116,837</u></b>

The cost of Fixed Assets is inclusive of Tk. 23,071,441 on account of Furniture & Fixtures. Accumulated depreciation on Fixed Assets amounting to Tk. 39,587,546 has been shown under Depreciation Fund Account and not deducted from the cost of fixed assets shown above.

A.K.M. Rafiqul Islam  
Managing Director

Abdul Monem  
Director

Syed M. Altaf Hussain  
Director

Moazzam Hossain  
Chairman

(A. Wahab & Co.)  
Chartered Accountants

Dated : Dhaka, April 30 , 2003



## Directors Certificate

As per Regulations contained in the First Schedule of the Insurance Act, 1938 as amended as per Section 40-C of the said Act, we certify that :

1. The value of investments in shares have been taken at market value and debentures at cost and the quoted value thereof mentioned wherever available.
2. The values of all assets as shown in the Balance Sheet and as classified on Form "AA" annexed have been duly reviewed as at 31st December, 2002 and in our belief, the said assets have been set forth in the Balance Sheet at amounts not exceeding their realisable or market values under the several headings as enumerated in the annexed form.
3. All expenses of management, wherever incurred and whether incurred directly or indirectly in respect of Fire, Marine, Motor and Miscellaneous Insurance Business have been duly debited to the related Revenue Accounts and Profit & Loss Account.

A.K.M. Rafiqul Islam  
Managing Director

Abdul Monem  
Director

Syed M. Altaf Hussain  
Director

Moazzam Hossain  
Chairman

Dated : Dhaka, April 30 , 2003



## BRANCH OFFICES

### DHAKA DIVISION

01.	<b>Dilkusha Branch</b> 76, Dilkusha C/A, Dhaka.	<b>Mahboob Uddin Ahmed</b> Senior Executive Vice President	9567861 0171-696340 Fax 9551685
02.	<b>Imamgonj Branch</b> 31, Mitford Road Imamganj, Dhaka.	<b>S. M. B. Shameem</b> Senior Vice President	7319818 019-351699
03.	<b>Narayangonj Branch</b> 150, B.B. Sarak, Narayanganj.	<b>Farid Ahmed</b> Deputy Vice President	9712646 0171-561368
04.	<b>Sadarghat Branch</b> 32-Ka, Liakat Avenue Dholaikhal, Dhaka.	<b>Quazi Safiullah</b> Senior Vice President	7113066 0171-696346
05.	<b>Narsingdi Branch</b> Islam Plaza, Sadar Road Narsingdi.	<b>Md. Jasim Uddin Bhuiyan</b> Branch Manger	63009 011-071258
06.	<b>Teigaon Branch</b> 100, Kazi Nazrul Islam Avenue Kawran Bazar, Dhaka.	<b>Md. Abdul Alim Khan</b> Manager	8130173 0171-696343
07.	<b>Banga Bandhu Avenue Branch</b> 13, B, B, Avenue, Dhaka.	<b>Khandoker Zafor Sadeque</b> Deputy Vice President	9566389 019-342422
08.	<b>Elephant Road Branch</b> Rajdhani Complex 237/2, New Elephant Road, Dhaka.	<b>Sharif Mustaba</b> Senior Vice President	9661349 018-238198 Fax 8616023
09.	<b>Motijheel Branch</b> Sena Kalyan Bhaban, Room No .1306 (13th floor), 195, Motijheel C/A, Dhaka-1000.	<b>Ali Fathker (Kallol)</b> Manager	9560051 Ext.-236 011 -839626 Fax 9556415
10.	<b>Biman Bhaban Branch</b> 100, Motijheel C/A, Dhaka.	<b>Aminul Islam</b> Senior Vice President	9667890 0171-696342 0171-527464
11.	<b>V.I.P. Road Branch</b> 69/1 (New) Purana Paltan Lane Oriental Trade Centre, Dhaka	<b>Abdul Momen</b> Senior Vice President	8321796 017-696338 Fax 8316354
12.	<b>Malibagh Branch</b> Manhattan Tower 83, Siddeshwari Circular Road Malibagh, Dhaka.	<b>Md. Golam Farooque</b> Asstt. Vice President	8311078 0171-566735 Fax 8311078



13.	<b>Hatkhola Branch</b> Shuvechha Plaza, 32/1, Shahid Nazrul Sarak, Hatkhola, Dhaka.	<b>Taslim Bahar Chowdhury</b> Senior Vice President	9559410 9560214 018-212318
14.	<b>Gulshan Branch</b> House No.55, Road No.17, Kamal Atatürk Avenue, Banani, Dhaka.	<b>Bahauddin Ahmed</b> Branch Manager	9886151 0171-696341
15.	<b>Tongi Branch</b> Jalil Market (2nd floor), Tongi, Gazipur	<b>Ekramul Hoque</b> Branch Manager	9802786 011 -838694
16.	<b>Faridpur Branch</b> 169, Mujib Sarak, Faridpur.	<b>Khandoker Zakir Hossain</b> Branch Manager	62691
17.	<b>Mymensingh Branch</b> Durga Bari Road No. 10 (1st Floor), Mymensingh.	<b>A.K.M Kawsar Hossain</b> Incharge	64062 0172-003899
18.	<b>Tangail Unit Office</b> Holding No. 212, Victoria Road Tangail.	<b>Md. Nazimul Islam</b> Unit In-charge	

#### CHITTAGONG DIVISION

19.	<b>Khatunganj Branch</b> 410-411, Khatunganj C/A Chittagong.	<b>Mohammad Ali Khan</b> Senior Executive Vice President	636121 0171-721483 Fax 624316
20.	<b>Agrabad Branch</b> 75-A, Agrabad C/A, Chittagong.	<b>M. A. Hassan</b> Senior Vice president	713228 0171-749274 Fax 713227
21.	<b>Jubilee Road Branch</b> 200-B, Jubilee Road (3rd Floor) Chittagong.	<b>Md. Nazrul Islam</b> Senior Vice President	616847 0171-749273 Fax 617844
22.	<b>Cox's Bazar Branch</b> Ahamadia Mansion, Purba Bazarghata Main Road, Cox's Bazar.	<b>Abdul Hannan Chowdhury</b> Branch Manager	64101
23.	<b>Feni Branch</b> Sultan Mansion Truuk Road, Feni.	<b>Jafor Ullah Majumder</b> Manager	74313 0171-400323
24.	<b>Comilla Branch</b> Comilla Co-operative Super Market (2nd floor), Kandirpar Main Road, Comilla.	<b>M. Muzammel Hoque</b> Branch Manager	76977
25.	<b>Chandpur Branch</b> Shahid Muktijuddha Sarak (West of Matripith Girls School) Chandpur	<b>Pradip Kumar Pal</b> Branch Manager	63290 0171-018087
26.	<b>Chowmuhani Branch</b> Poura Super Market Chowmuhani Bazar, Chowmuhani.	<b>Md. Belayet Hossain</b> Branch Manager	52030



## RAJSHAHI DIVISION

27.	<b>Rajshahi Branch</b> Shaheb Bazar, Ghoramara, Rajshahi	<b>Abdur Razzaque Sarder</b> Asstt. Vice President	775926
28.	<b>Bogra Branch</b> Thana Road, Bogra.	<b>Nazrul Islam</b> Branch Manager	66189
29.	<b>Rangpur Branch</b> Baitus Syed Super Market Central Road, Rangpur.	<b>Md. Habibur Rahman</b> Branch Manager	62933
30.	<b>Pabna Branch</b> Aourangajeb Road, Pabna.	<b>A. H. M. Ralhan</b> Branch Manager	66541
31.	<b>Dinajpur Branch</b> Al-Amin Market (1st Floor), Shop No-60F Gonesh Tola, Dinajpur.	<b>Farid Hossain Sarker</b> Branch Manager	64017
32.	<b>Natore Unit Office</b> Kanai Khali, Dhaka Road, Natore	<b>Taposh-Kumar-Talukder</b> Unit In-charge	0171-433972

## KHULNA DIVISION

33.	<b>Khulna Branch</b> 25, Sir Iqbal Road, Khulna.	<b>S.M.Murshed</b> Senior Vice President	720056 723724 0171-321702
34.	<b>Jessore Branch</b> Jes. Tower (2nd Floor), M.K. Road, Jessore.	<b>G. M. Saidur Rahman</b> Manager	72396
35.	<b>Kushtia Branch</b> 92, N.S. Road, Thanapara, Kushtia- 7000.	<b>Md. Mahabubul Alam</b> Branch Manager	62223

## BARISAL DIVISION

36.	<b>Barisal Branch</b> 18, Hemayet Uddin Road, Barisal.	<b>Md. Amiad Hossain Taluider</b> Manager	53186 0171-185353
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## SYLHET DIVISION

37.	<b>Sylhet Branch</b> Laldighirpar, Sylhet	<b>Ahmed Tazdiqul Mowla</b> Manager	715008
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## PRAGATI INSURANCE LIMITED

Pragati-RPR Centre, 20-21, Kawran Bazar, Dhaka-1215, Bangladesh

### PROXY FORM

I/We .....  
of .....  
being Shareholder (s) of PRAGATI INSURANCE LIMITED hereby appoint  
Mr./Mrs./Ms .....  
of .....  
as my/our proxy to attend and vote for me/us and on my/our behalf at the SEVENTEENTH GENERAL ANNUAL MEETING of the Company to be held on the 19th June 2003 and/or at any adjournment thereof.  
As witness my/our hand this ..... day of ..... 2003.

Signature of Proxy  
Register Folio No. ....

Signature of Shareholder  
Register Folio No. ....

**Note :**

A member entitled to attend and vote at the meeting may appoint another member his/her proxy to attend and vote on his/her behalf.

Forms of proxy, duly stamped and signed must be deposited at the Company's Registered Office not later than 72 hours before the time appointed for the Meeting. In default, forms of proxy will not be treated as valid.

## PRAGATI INSURANCE LIMITED

Pragati-RPR Centre, 20-21, Kawran Bazar, Dhaka-1215, Bangladesh

### ATTENDANCE SLIP

I hereby record my attendance at the SEVENTEENTH ANNUAL GENERAL MEETING of Pragati Insurance Limited on the 19th June 2003 at "Pragati-RPR Centre, 20-21, Kawran Bazar, Dhaka-1215"

Name of Member/Proxy  
Register Folio No. ....

Signature of Shareholder/Proxy

**Note :** Please Complete this Attendance slip and hand it over at the entrance of the hall.