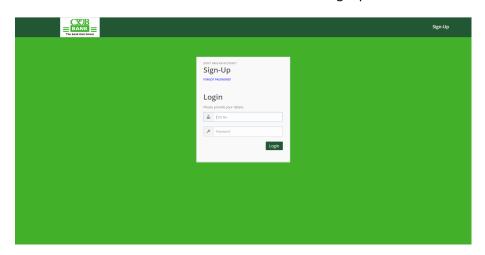


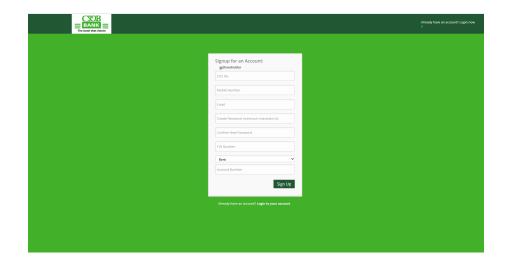
# **Shareholder Online Journey**

#### **REGISTRATION THROUGH WEBSITE**

Visit CRDB bank official website <u>www.crdbbank.co.tz</u> using any browser.
Click AGM button or AGM advertisement and below signup screen will be shown.



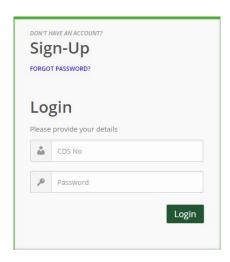
- 2. Sign up to register for 2024 AGM by entering the details below.
  - 1. Enter CDS Number
  - 2. Mobile number (Optional)
  - 3. Email address (Optional)
  - 4. Create your own Password with Minimum Six (6) Characters and Confirm
  - 5. Enter TIN number
  - 6. Choose Bank Name from drop-down menu
  - 7. Enter account number
  - 8. Click Signup



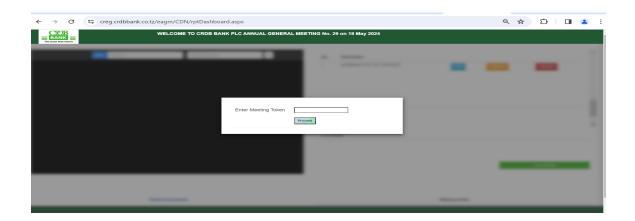
3. Signup confirmation message will appear as per below. Click "OK" to continue.



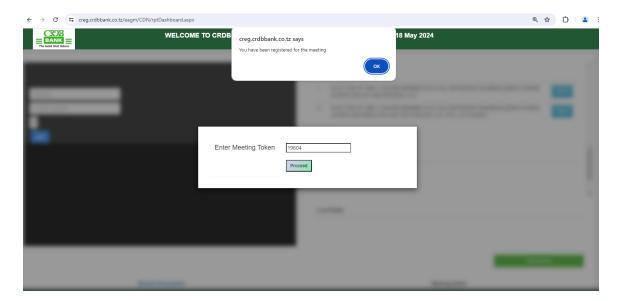
4. Enter CDS Number and Password you created during Signup process. Then click Login



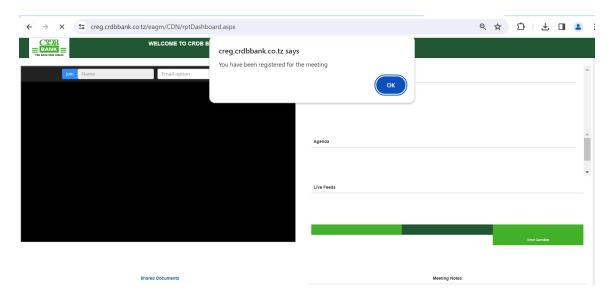
5. After you have clicked LOGIN, a window will appear that needs a token which has been sent to your mobile number that you registered with.



6. After you have provided the token, a pop-up message will appear that says YOU HAVE BEEN REGISTERED FOR THE MEETING

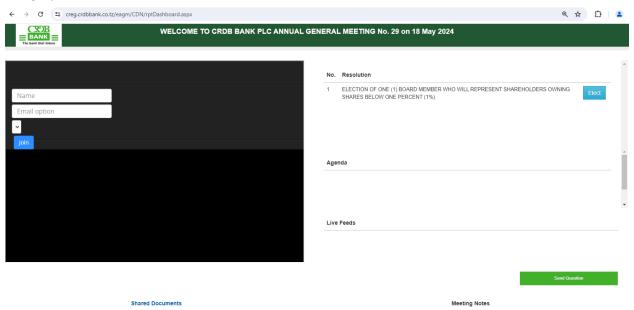


7. Upon clicking OK a pop-up message will appear that says, "YOU HAVE BEEN REGISTERED FOR THE MEETING", click OK to proceed live streaming of AGM events by clicking JOIN on the left side.

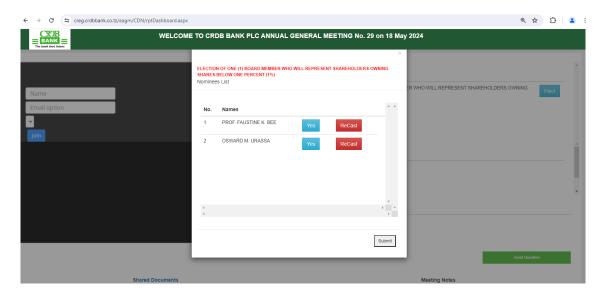


Congratulations on registering for AGM 2024 through website! You can now follow the meeting live and vote for resolutions candidates.

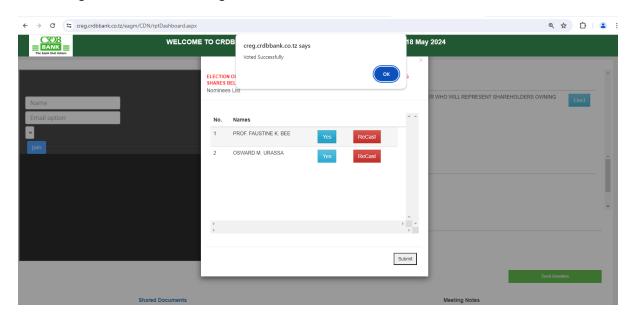
8. For voting of board members, click ELECT beside displayed election resolution according to your category.



9. Click YES to cast your vote for your preferred candidate against their names, click RECAST if you want to make changes for the vote you casted.



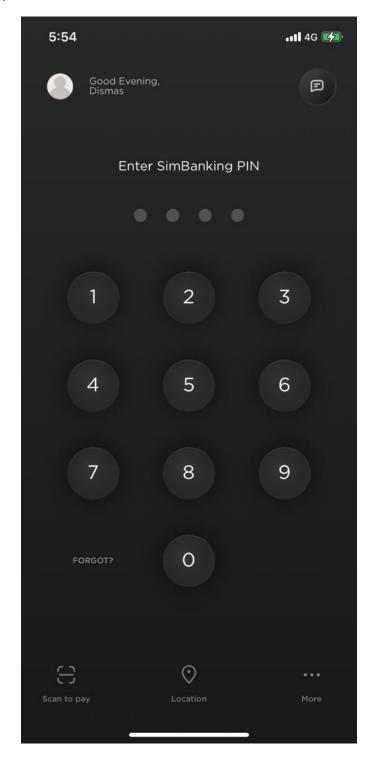
10. When you cast your YES vote, a pop-up will appear confirming you have voted successful, click OK to go back to the streaming.



#### **REGISTRATION THROUGH SIMBANKING**

### A. For Shareholders with Simbanking App services.

1: Enter Simbanking App password.



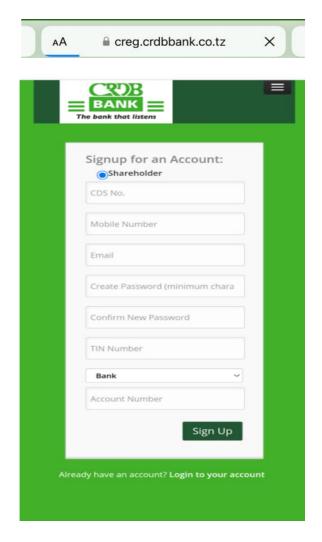
2: Click "Register Now" if you don't see it below, slide left. You will find it.



3. Click "Join the annual general meeting" or "Register for AGM"  $\,$ 



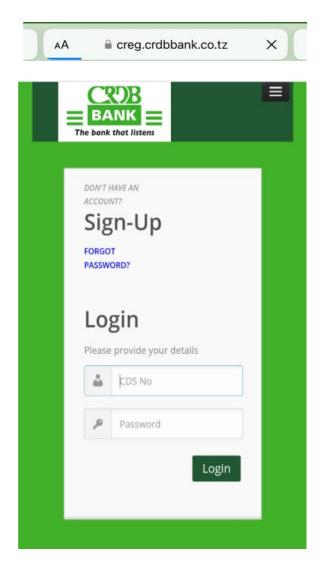
- 4. Sign up to register for 2024 AGM by entering the details below;
  - 1. Enter CDS Number (Mandatory)
  - 2. Mobile number (Mandatory)
  - 3. Email address
  - 4. Create your own Password with Minimum six (6) Characters and Confirm
  - 5. Enter TIN number
  - 6. Choose Bank Name from drop down menu
  - 7. Enter account number
  - 8. Click Signup



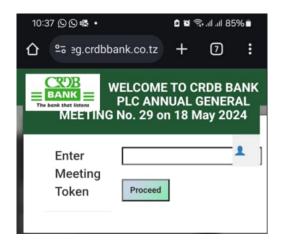
5. Signup confirmation message will appear as per the screenshot below. Click "OK" to continue.



6. Enter CDS Number and Password you created during Signup process. Then click Login



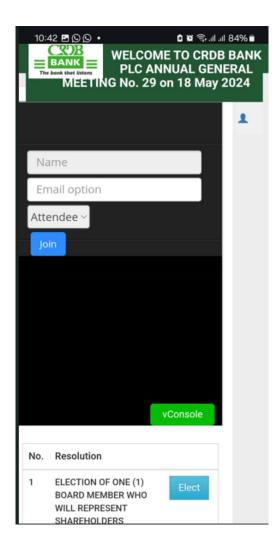
7. After you have clicked LOGIN, a window will appear that needs a token which has been sent to your mobile number that you registered with.



**8.** After you have provided the token, a pop-up message will appear that says **Token Authenticated** successfully, **Proceed to meeting.** 



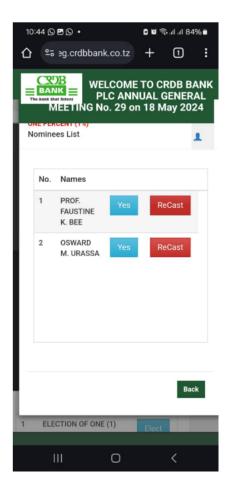
9. Click OK to proceed live streaming of AGM events by clicking JOIN on the left side.



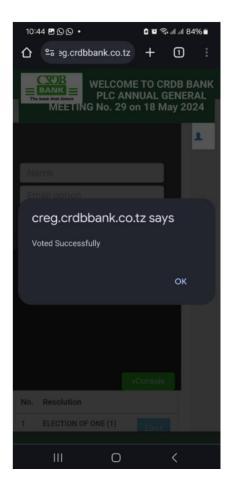
Congratulations on registering for AGM 2024. You can now follow the live meeting and vote for resolutions candidates.

For voting of board members, click ELECT beside displayed election resolution according to your category.

10. Click YES to cast your vote for your preferred candidate against their names, click RECAST if you want to make changes for the vote you cast.

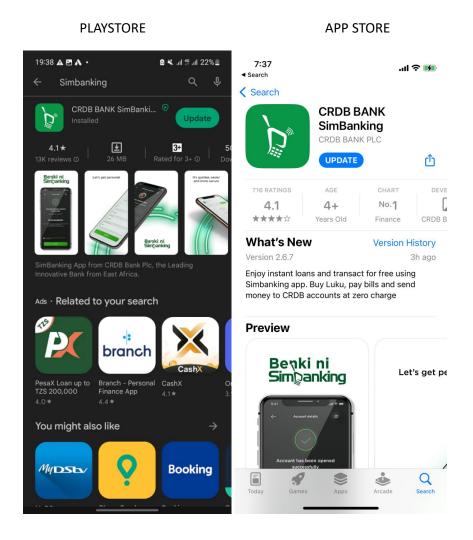


11. When you cast your YES vote, a pop-up will appear confirming you have voted successful, click OK to go back to the streaming.

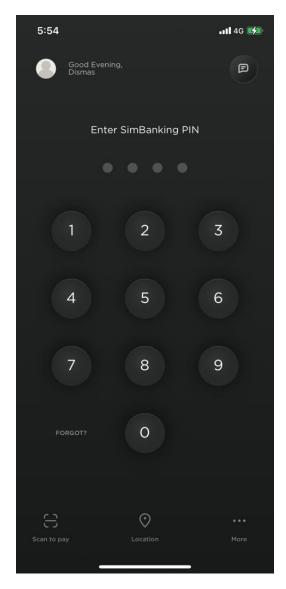


#### B. For Shareholders without Simbanking App services.

1. Visit "Play store" for Android users or App store for "iPhone users to install "Simbanking App"



2. Open Simbanking App, click "More" on the bottom right corner.



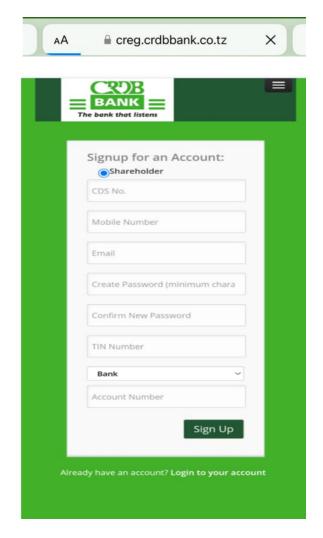
3. Click "Shareholders" at the middle part to continue.



4. Click "Join the annual general meeting" or "Register for AGM"



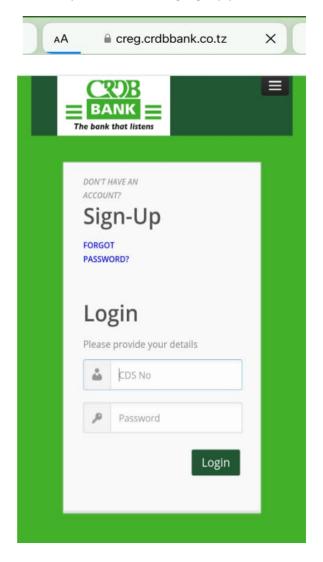
- 4. Sign up to register for 2024 AGM by entering the details below.
  - 9. Enter CDS Number
  - 10. Mobile number (Optional)
  - 11. Email address (Optional)
  - 12. Create your own Password with Minimum six (6) Characters and Confirm
  - 13. Enter TIN number
  - 14. Choose Bank Name from drop down menu
  - 15. Enter account number
  - 16. Click Signup



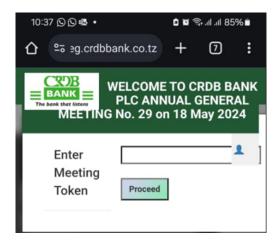
4. Signup confirmation message will appear as per the screenshot below. Click "OK" to continue.



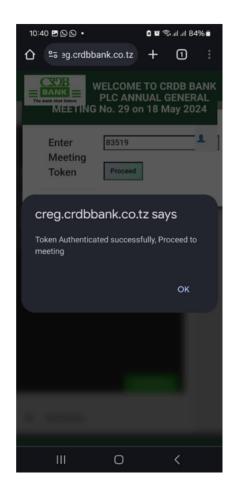
**5.** Enter CDS Number and Password you created during Signup process. Then click Login.



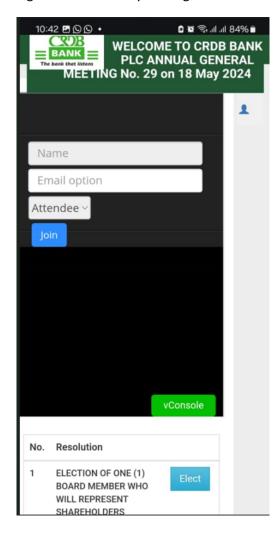
6. After you have clicked LOGIN, a window will appear that needs a token which has been sent to your mobile number that you registered with.



**7.** After you have provided the token, a pop-up message will appear that says **Token Authenticated** successfully, **Proceed to meeting.** 

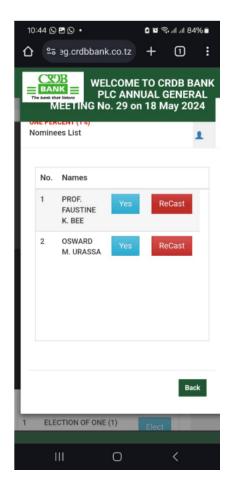


Click OK to proceed live streaming of AGM events by clicking JOIN on the left side



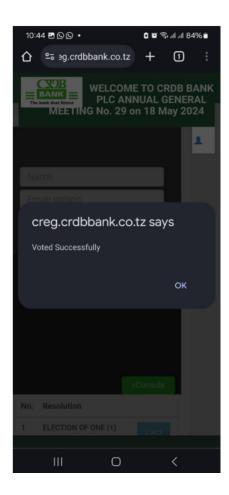
Congratulations on registering for AGM 2024. You can now follow the live meeting and vote for resolutions candidates.

For voting of board members, click ELECT beside displayed election resolution according to your category.



7.	Click YES to cast your vote for your preferred candidate against their names, click RECAST if you
	want to make changes for the vote you cast.

8. When you cast your YES vote, a pop-up will appear confirming you have voted successful, click OK to go back to the streaming.

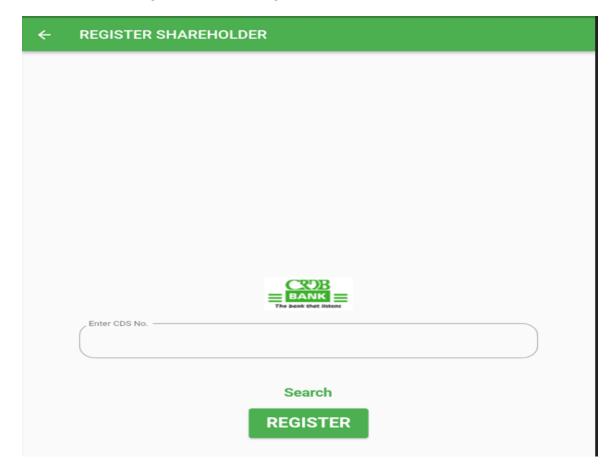


# ONSITE REGISTRATION AND VOTING PROCESS (ONSITE KIOSK/TABLET)

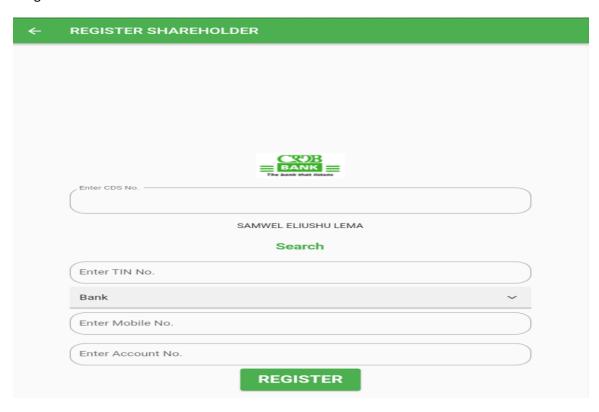
1. On the first screen, you see four options for "Shareholder Registration" "Shareholder Voting" "Proxy Registration" and "Proxy Voting"



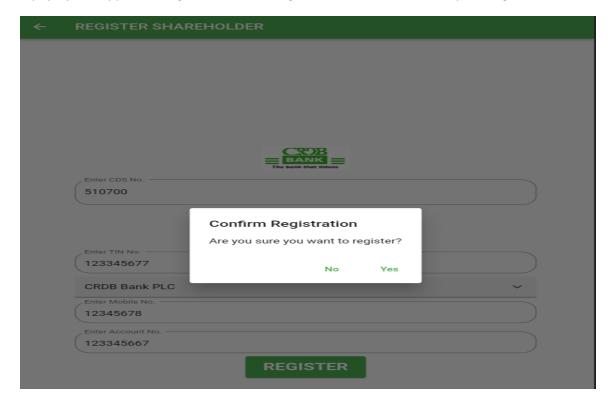
2. Click "Shareholder Registration" for self-registration, enter CDS Number and click "Search"



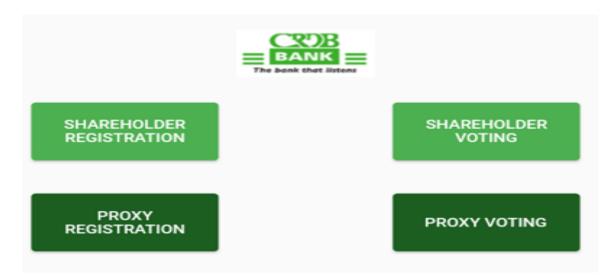
3. Details of the shareholder will be populated, fill up other needed information and click "Register"



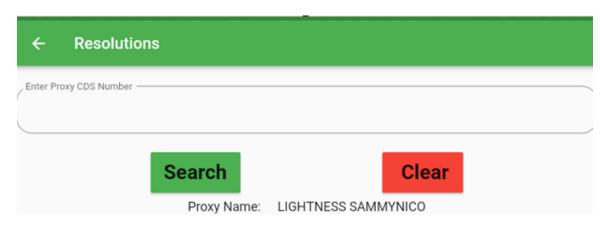
4. A pop up will appear asking to confirm the registration, click "Yes" to complete registration.



5. For self-Shareholder Voting, go to "Shareholder Voting"



6. Enter shareholder CDS number, click "Search" information attached to the CDS number will populate and click "Elect" to go vote for candidates.



ELECTION OF <u>ONE(1)</u> BOARD MEMBER WHO WILL REPRESENT SHAREHOLDERS OWNING SHARES BELOW ONE PERCENT(1%)



7. Vote for candidate by clicking YES and if you want to remove the vote that has been casted click RECAST and do the voting correctly, click SUBMIT to submit your votes



ELECTION OF <u>ONE(1)</u> BOARD MEMBER WHO WILL REPRESENT SHAREHOLDERS OWNING SHARES BELOW ONE PERCENT(1%)



SUBMIT

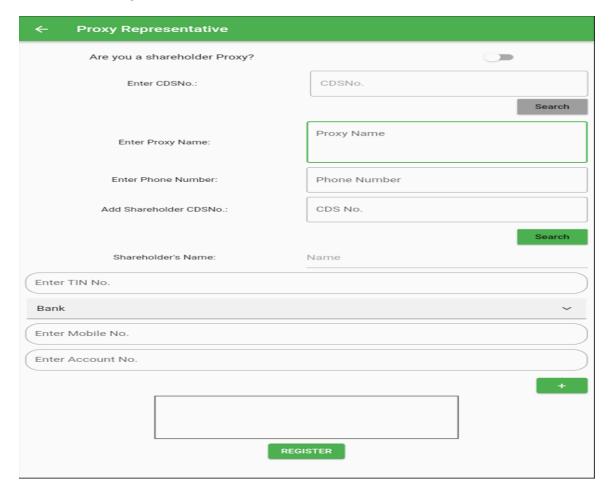
Congratulation for registering for AGM 2023 onsite! You can proceed to the AGM meeting conference.

## SHAREHOLDER PROXY REGISTRATION AND VOTING PROCESS (ONSITE KIOSK/ TABLET)

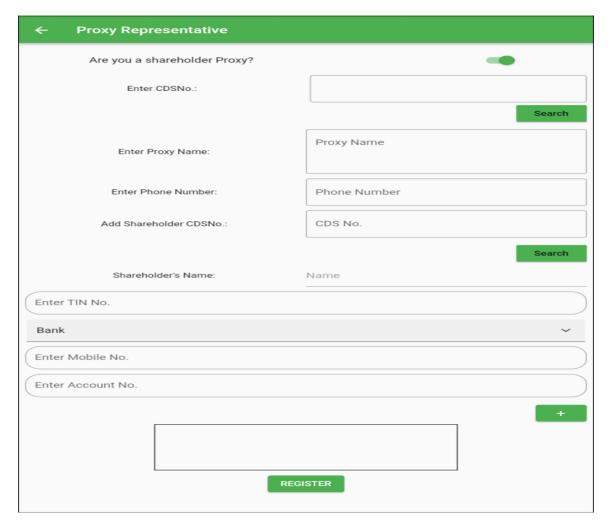
1. On the first screen, you see four options for "Shareholder Registration" "Shareholder Voting" "Proxy Registration" and "Proxy Voting"



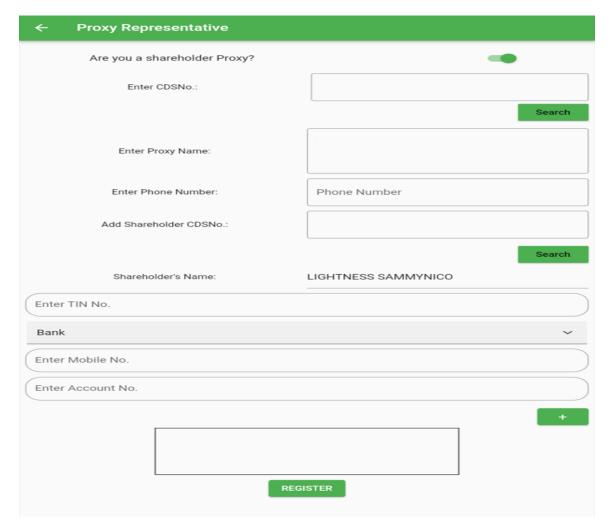
#### 2. For shareholder registration, choose PROXY REGISTRATION



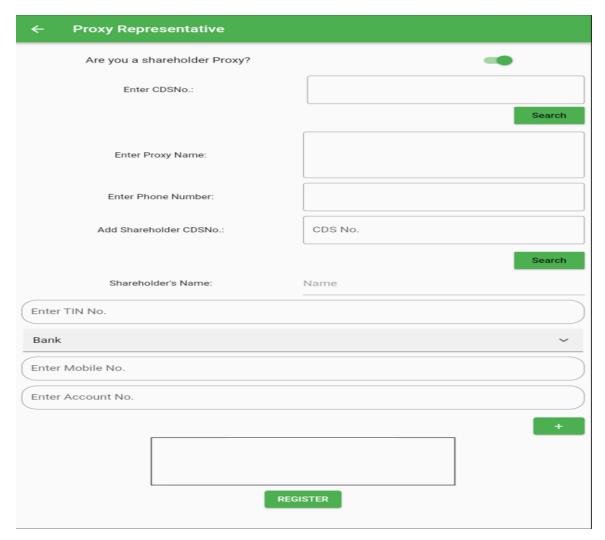
3. Click the button on the up-right corner to acknowledge you are a shareholder who represent another shareholder, enter your CDS number and click SEARCH to get your information.



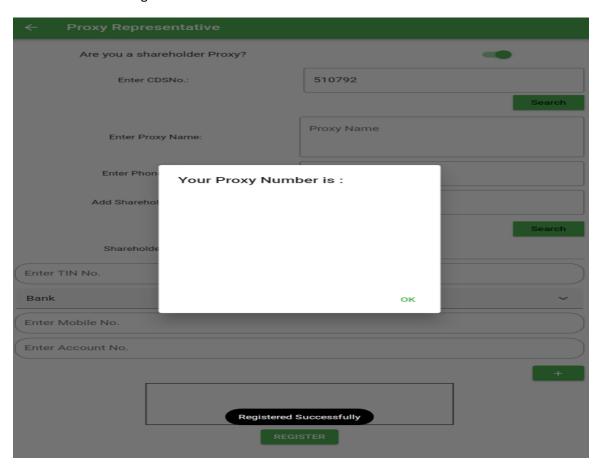
4. After the information of the shareholder has been populated, fill in other information needed, then click + sign to attach the shareholder to be represented.



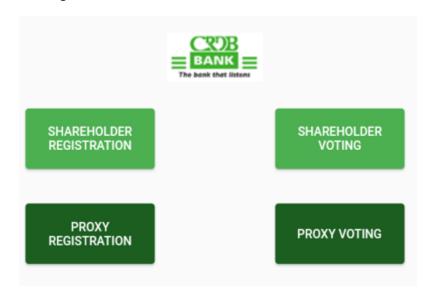
5. Enter CDS number of the shareholder being represented then click SEARCH to have their information populated, fill up other information of the shareholder like you did before, click the + sign and that shareholder will be added to the representative, do so until all the shareholder that you are represented have all been added. Click REGISTER to complete the registration.



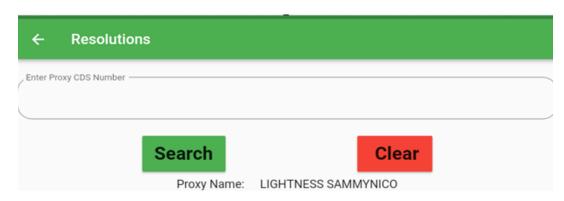
6. The proxy number will display to confirm successful registration; the shareholder will use his/her CDS number for voting.



7. For Shareholder Voting, Go to PROXY VOTING



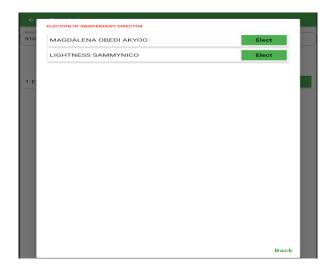
8. Enter the CDS number of the shareholder representing others, then click SEARCH information attached to that shareholder will populate, click VOTE to start voting.



ELECTION OF  $\underline{\text{ONE}}(1)$  BOARD MEMBER WHO WILL REPRESENT SHAREHOLDERS OWNING SHARES BELOW ONE PERCENT(1%)



9. The shareholder (representative) will appear with those who he/she is representing and you will cast the vote separately



10. Cast the votes as instructed then click SUBMIT to submit the vote.

OSWARD M. URASSA



Recast

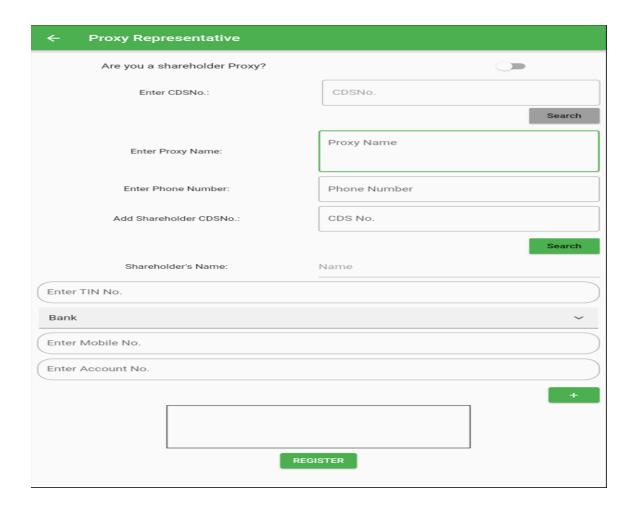
SUBMIT

## NON-SHAREHOLDER REGISTRATION AND VOTING PROCESS (ONSITE KIOSK/TABLET)

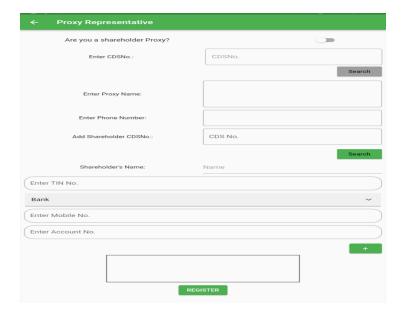
1. On the first screen, you see four options for "Shareholder Registration" "Shareholder Voting" "Proxy Registration" and "Proxy Voting". For non-shareholder, choose PROXY REGISTRATION



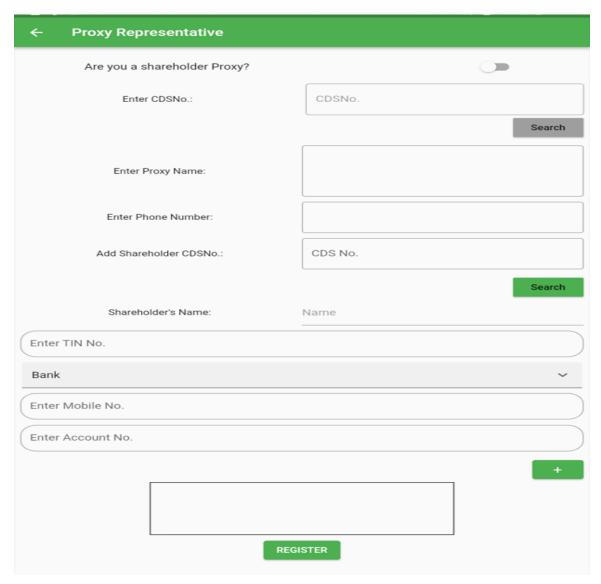
- 2. Fill in the following details.
  - Proxy name
  - Phone number



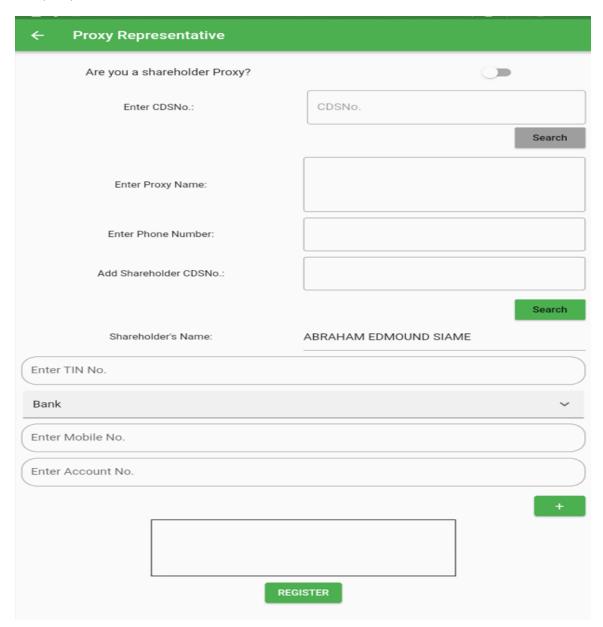
3. Representative will fill in his/her information.



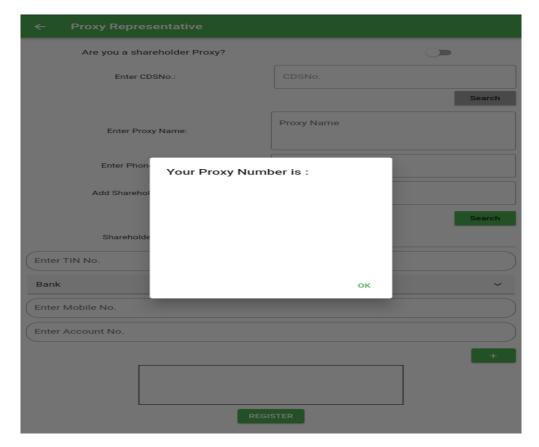
4. Start to add the shareholder to be represented by clicking the + sign and fill up their CDS number and click SEARCH to get details of the shareholder.



5. After the details of the shareholder has populated, fill up other information i.e. Phone number, TIN number, bank name, bank account name then clicks + sign to add the shareholder under that proxy.



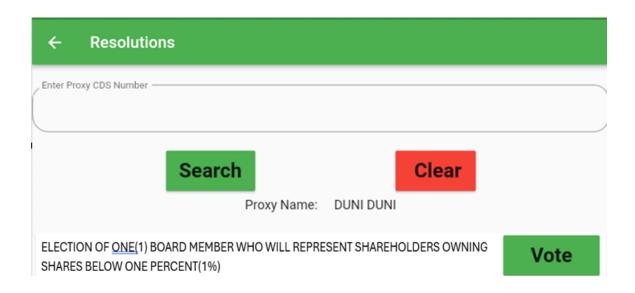
6. After you click REGISTER, the system will generate dummy CDS (which starts with PRO...). The representative should note it down as it will be required while voting.



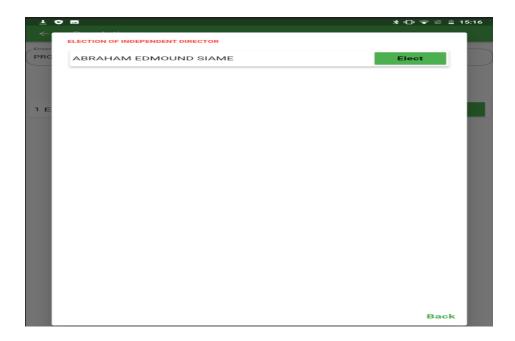
7. For Non-Shareholder Voting, Go to PROXY VOTING



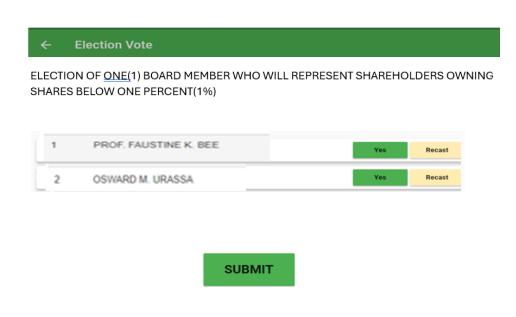
8. Enter the dummy CDS number that was generated after registration, then click SEARCH information attached to that dummy CDS will populate, click VOTE



9. After clicking VOTE, the category to be voted for this year will appear click SELECT and vote for the candidate according to how the proxy form has been voted for/as per the shareholder instruction.



10. Click YES to cast the vote for the candidate of your choice, RECAST when you want to change the vote, when you are done click SUBMIT to submit your votes. Do the same if there is more than one shareholder being represented.



Thank you for taking part in the 2024 Annual General Meeting