

BANK OF MONTSERRAT LIMITED
MEMBERS' CIRCULAR

To: All Members of Bank of Montserrat Limited

A Code of Conduct for Members' Meetings B Request to Update Members' Information

A Code of Conduct for Members' Meetings

1 Background

- 1.1 Proceedings of meetings of Members of the Bank are governed by (a) the By-Laws and (b) the Montserrat Companies Act No. 15 of 2023 and any Regulations thereto, of which S.R.O.No.16 of 2024 is currently applicable.
- 1.2 Articles 34-59 of the By-Laws detail "Proceedings at General Meetings", and the following are two extracts from S.R.O. No.16 of 2024:-

16 Proposals of members

(1) A member of a company may give written notice to the board of a matter the member proposes to raise for discussion or resolution at the next meeting of members at which the member is entitled to vote

(6) The board is not required to include in or with the notice given by the board any part of a proposal or statement prepared by a member that the directors consider to be unlawful, defamatory, frivolous or vexatious, or that the directors consider on reasonable grounds, could give rise to any liability on the part of the company or themselves as directors

19 Other procedures at meetings of members

Except as provided in these Regulations, and subject to the articles, a meeting of members of a company may regulate its own procedure

2 Proceedings at Meetings of Members

To ensure that all Members' meetings are conducted in a fair, respectful, and orderly manner, all participants are expected to observe the following Code of Conduct:-

(1) Respectful Participation:-

- Members and proxies shall be courteous and refrain from disruptive behaviour.
- Offensive, defamatory, or abusive language will not be tolerated.

(2) Orderly Procedure:-

- All remarks shall be addressed through the Chairperson.
- Members wishing to speak shall wait to be recognized by the Chairperson and state their name and capacity (member or proxy).

(3) Resolutions:-

- A resolution put to the vote of the meeting shall be decided on by a show of hands unless a poll is demanded.

(4) Questions:-

- In accordance with Section 16(1) of S.R.O.16 of 2024.Members are requested to give written notice to the Board in advance of the meeting of a matter(s) or question(s) that the member proposes to raise at the meeting,

- The Chairperson will take questions from the microphones or virtually on a rotational basis until all questions are exhausted. All speakers will be asked to restrict themselves to no more than 3 questions or comments at any one appearance at the microphone.
- The Chairperson will take only questions and comments directly related to the matter or resolution at hand.
- The Chairperson will discourage and, if necessary, curtail irrelevant questions and comments.
- The Chairperson will endeavour to answer all questions relevantly and frankly. If a question requires a very lengthy answer which the Chairperson judges not to be of general interest to the meeting, the Chairperson may:-
 - (a) offer to meet the Member outside the meeting
 - (b) refer the Member to a Bank information booth operated in the meeting foyer for the purpose of providing a full answer, as appropriate, or
 - (c) direct the Member to email their query for a substantive response either from Management or the Chairperson.

(5) Time Management:-

- To allow all Members an opportunity to participate, individual contributions during discussion periods may be limited at the discretion of the Chairperson. This process is intended to ensure that Members are considerate of each other's right to participate in the meeting.

(6) Recording:-

- Audio or video recording of the Meeting is prohibited without prior written consent of the Bank

(7) Compliance:-

- The Chairperson reserves the right to take appropriate action for failure to comply with this Code of Conduct, to include asking the person to leave the Meeting.

B Request to Update Members' Information

1. To ensure effective communication and accurate records, we kindly request that you review and update your contact and shareholding information.
2. Please confirm or update the following by 19th August 2026-
 - Current mailing address
 - Telephone number
 - Email address
3. Your updated information can be submitted:-
 - By completing the enclosed Member Information Update Form and returning it to Bank of Montserrat Limited, Brades Main Road, Brades, Montserrat MSR1310;
 - By email to members@bankofmontserrat.ms with scanned supporting identification; or
 - Via the Bank of Montserrat Limited mobile banking app by sending a secure message.

We appreciate your attention to this Members' Circular and look forward to your cooperation.

By Order of the Board,

**Korah Galloway (Ms.)
Corporate Secretary**

Date: 10th August 2026

Bank of Montserrat Limited

Member Information Update Form

Date: ____ / ____ / ____

Member Details

Full Name: _____

Member ID / Number: _____

Updated Information
(please complete only the fields that need updating)

Address: _____

Phone Number: _____

Email: _____

Other Changes: _____

Consent and Declaration

I hereby confirm that the above information is true and correct and authorize the Bank of Montserrat Limited to update its member register and use this information for official communications and notices.

Signature: _____

Print Name: _____

Please return this completed form to:

Bank of Montserrat Limited
Brades Main Road
Brades
Montserrat
MSR1310

Email: members@bankofmontserrat.ms