

NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the 66th Annual General Meeting of the shareholders of Buxly Paints Limited will be held at Cyrus Minwalla Colony Hall, Parsi gate, Mehmoodabad, Karachi on Friday, October 23, 2020 at 10:00 a.m. to transact the following business:

ORDINARY BUSINESS:

1. To confirm the minutes of the Annual General Meeting of the Company held on October 28, 2019.
2. To receive, consider and approve the Audited Accounts of the Company for the year ended June 30, 2020 together with Directors' and Auditors' Report thereon.
3. To appoint M/S Rehman Sarfraz Rahim Iqbal Rafiq, Chartered Accountants as Auditor of the Company for the year ending June 30, 2021 and fix their remuneration.
4. To transact any other business with the permission of the chair.



By Order of the Board
Aneela Naz
Company Secretary

Karachi: - October 02, 2020

Registered Office:
X-3, Manghopir Road
S.I.T.E., Karachi.

Note:

1. Share Transfer Books of the Company will remain closed from Saturday, October 17, 2020 to Friday, October 23, 2020 (both days inclusive). Transfers received in order up to the close of business on October 16, 2020 at the registered address of the Company at X-3, Manghopir Road, SITE Karachi will be entitled to voting rights at the Annual General Meeting.
2. A member of the Company entitled to attend and vote at the meeting may appoint another member as his/her proxy to attend and vote. Votes may be given personally or by proxy or by Attorney or in case of a Corporation by representative. The instrument of proxy duly executed should be lodged at the corporate office of the company at the registered address of the Company at X-3, Manghopir Road, SITE Karachi not later than 48 hours before the time of meeting.

BUXLY PAINTS LIMITED

KARACHI : X-3 Manghopir Road, S.I.T.E., Karachi-75700 Pakistan. P.O. Box No. 3630 Tel : (92-21)32577702, 32578255 Fax: (92-21) 32560468 E-mail: najeeb@buxly.com
LAHORE : The Annexe, 36-Industrial Estate, Kottlukh Pat, Lahore-Pakistan Ph: 042-38101017 Fax : 042-35151549 E-mail: adnan.lhr@buxly.com
ISLAMABAD : The Annexe, Plot No. 201, Street. No. 1, Sector 1-10/3, Industrial Area Islamabad Ph : 051-4440803 Fax : 051-440803 E-mail: jawad.tariq@buxly.com

3. In view of threat by the coronavirus (COVID-19) situation, the Securities & Exchange Commission of Pakistan vide Circular No. 5 dated March 17, 2020 has advised the Company to modify their planning for Annual General Meeting in order to protect the well-being of the shareholders.
4. The entitled shareholders whose name appear in the Books of Company by the close of business in October 16, 2020 who are interested to attend AGM through online platform are hereby requested to get themselves registered with the Company Secretary office by providing the following details at the earliest but not later than 48 hours before the time of AGM at rizwan.quddus@berger.com.pk.

Name of Shareholders	CNIC No.	Folio No./ CDS No.	Cell Number	Email Address

Upon the receipt of above information from interested shareholders, the Company will send the login details at their email addresses. The Company will convene the meeting through "Zoom Cloud Meetings" which can be downloaded from Google Play or App Store. Our shareholders are therefore requested to download the application ahead of the meeting. On the AGM day, shareholders will be able to login and participate in the AGM proceedings through smart phones or Computer devices from any convenient location. The login facility will be opened 30 minutes before the meeting time to enable the participants to join meeting after identification and verification process.

The entitled shareholders (whose name appeared in the books of Company by the close of Business on October 16, 2020 along with the details mentioned above may send their comments/suggestions for the proposed agenda items at the above email address at least 48 hours before the meeting.

5. The company has been dispatching the notice of AGM to all the members through post to their registered address. In addition, the Notice along with the proxy form is available on Company website www.buxly.com.pk and has been sent to the PSX via the PUCARS system. In the event of any difficulty in accessing the Notice or proxy form, members can contact the Company via email at rizwan.quddus@berger.com.pk the Company will send a copy of the Notice and proxy form via e-mail only to those members who place a request in writing and have provided their e-mail addresses to the Share Registrar of the Company, Corplink (Private) Limited.
6. Any individual benefit Owner of the Central Depository Company (CDC), entitled to vote at this meeting must bring his/her computerized national identity card (CNIC) or passport (in case of foreigner) along with CDC account number to prove his/her identity and in case of proxy must enclose an attested copy of his/her CNIC or passport. Representative of corporate members should bring the usual documents required for such purpose.

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7. Member are requested to immediately inform the company's Share Registrar of any change in their mailing address.
8. Members are requested to provide by mail, photocopy of their CNIC or Passport (in case of foreigner), unless it has been provided earlier, enabling the company to comply with relevant laws.
9. SECP through its SRO 470(1)/2016, dated 31 May 2016, had allowed companies to circulate Annual Audited Accounts to its members through CD/DVD/USB at their registered addresses. In view of this, the Company will send its 2020 annual report to its shareholders in form of CD. Any member requiring printed copy of 2020 annual report may send a request with identification details, the Company will send the hard copy of printed accounts 2020 free of cost within one week.
10. In accordance with Section 132 (2) of the Companies Act, 2017 if the Company receives consent from members holding in aggregate 10% or more shareholding residing in a geographical location to participate in the meeting through video conference at least 10 days prior to the date of Annual General Meeting, the Company will arrange video conference facility in the place subject to availability of such facility in that place. To avail this facility a request is to be submitted to the Company Secretary of the Company on given address.
11. Shareholders have an option to receive Annual Audited Financial Statements and Notice of Annual General Meeting through email. However, if a shareholder, in addition, request for hard copy of the Audited Financial Statements, the same shall be provided free of cost within seven (07) days of receipt of request.

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