

Faysal Bank Limited

Registered Office

Faysal House
ST 02 Shahrah-e-Faisal
Karachi, Pakistan

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Karachi, Pakistan

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March 3, 2025

The General Manager
Pakistan Stock Exchange Limited (PSX),
Stock Exchange Building,
Stock Exchange Road,
Karachi.

Dear Sir,

Sub: Notice of 30th Annual General Meeting of Faysal Bank Limited.

In term of Clause 5.6.9 (b) of the Rule Book of the Exchange.

We enclose herewith a Notice of 30th Annual General Meeting of Faysal Bank Limited will be held on March 25, 2025 at 10:00 a.m. at Karachi.

You may please inform the TRE certificate holders of the Exchange accordingly.

Yours truly,

Aurangzeb Amin
Company Secretary &
Head of Legal

Encl: as above

NOTICE OF THE THIRTIETH ANNUAL GENERAL MEETING

Notice is hereby given that the 30th Annual General Meeting (“AGM”) of Faysal Bank Limited (“FBL”) will be held on March 25, 2025, at 10:00 a.m. at Ballroom C, Mövenpick Hotel, Club Road, Civil Lines, Karachi, to transact the following businesses:

ORDINARY BUSINESS:

1. To confirm the Minutes of the 29th Annual General Meeting held on March 6, 2024.
2. To receive and adopt Unconsolidated & Consolidated Financial Statements and Statement of Compliance with Code of Corporate Governance of FBL for the year ended December 31, 2024, together with the Directors’ and Auditors’ Reports thereon.

In accordance with Section 223 of the Companies Act, 2017 and pursuant to the S.R.O. 389(I)/2023 dated March 21, 2023, the Financial Statements of the Bank for the year ended December 31, 2024, can be accessed through the following weblink and QR enabled code.

<https://www.faysalbank.com/financials>



3. To consider and approve as recommended by the Board of Directors 25% Final Cash Dividend for the year ended December 31, 2024, in addition to 10% Interim Cash Dividend for the first quarter ended March 31, 2024, 20% Interim Cash Dividend for second quarter ended June 30, 2024, and 15% Interim Cash Dividend for third quarter ended September 30, 2024, already paid to the Shareholders.
4. To appoint External Auditors KPMG Taseer Hadi & CO, Chartered Accountants for the ensuing financial year 2025 at PKR 22,020,000/- (excluding sales tax and out of pocket expenses) of statutory audit, reviews, and certification fees.
5. Any other business with the permission of the Chair.

Karachi dated: March 3, 2025

By the order of the Board
Aurangzeb Amin
Company Secretary & Head of Legal

Notes:

1. The Share Transfer Books of the Bank shall remain closed from **March 19, 2025, to March 25, 2025** (both days inclusive). Transfer received at the Share Registrar of the Bank, by the close of business on March 18, 2025, will be treated in time.
2. A member entitled to attend and vote at the Meeting may appoint another person as per his/her proxy to attend and vote for him/her provided that a corporation may appoint as its proxy a person who is not a member but is duly authorized by the corporation. Proxies must be received at the Registered Office of the Bank not later than 10:00 a.m. on March 23, 2025.

3. Participation in the AGM through Video link:

The General Meeting is being conducted as per guidelines circulated by SECP following arrangements have also been made by the Bank to facilitate the maximum participation of the shareholders in the AGM through video link facility, either in-person or through appointed proxies:

The shareholders interested to participate through video link are requested to please provide below information at Email: cdcsr@cdcsrsl.com and WhatsApp No. **0321-8200864** at the earliest but not later than close of business on March 24, 2025.

Full Name of Shareholder / Proxy Holder	Company	CNIC Number	Folio / CDC A/c No.	Email ID	Mobile Phone No.
	Faysal Bank Limited				

Please note that video link and login credentials will be shared with only those members / designated proxies whose e-mail and other required information are received in required time as mentioned above.

- a) Video-link for the meeting will be sent to members at their email addresses provided enabling them to attend the meeting on the given date and time.
 - b) Login facility will be opened thirty (30) minutes before the meeting time to enable the participants to join the meeting after the identification process. Shareholders will be able to log in and participate in the meeting proceedings through their devices after completing all the formalities required for the identification and verification of the shareholders.
 - c) Shareholders may send their comments and suggestions relating to the agenda items of the AGM at least two (2) working days before the meeting, at the given email address cdcsr@cdcsrsl.com WhatsApp on **0321-8200864**. Shareholders are requested to mention their full name, CNIC # and Folio/CDC Account # for this purpose.
 - d) Shareholders are encouraged to participate in the meeting to consolidate their attendance and participation through proxies.
4. CDC Account Holders will further have to follow the under mentioned guidelines as laid down in Circular 1 dated January 26, 2000, issued by the Securities and Exchange Commission of Pakistan.

A. For attending the Meeting:

- i) In case of individuals, the account holder or sub-account holder and/or the person whose securities are in group account and their registration detail are uploaded as per the regulations, shall authenticate his/her identity by showing his/her original Computerized National Identity Card (CNIC) or original passport at the time of attending the Meeting.

- ii) In case of corporate entity, the Board of Directors' resolution/power of attorney with specimen signature of the nominee shall be produced (unless it has been provided earlier) at the time of Meeting.

B. For appointing proxies:

- i) In case of individuals, the account holder or sub-account holder and /or the person whose securities are in group account and their registration details are uploaded as per the regulations, shall submit the proxy form as per the above requirement.
- ii) The proxy form shall be witnessed by two persons whose names, addresses and CNIC numbers shall be mentioned on the form.
- iii) Attested copies of CNIC or the passport of the beneficial owners and the proxy shall be furnished with the proxy form.
- iv) The proxy shall produce his/her original CINC or original passport at the time of the Meeting.
- v) In case of corporate entity, the Board of Directors' resolution/power of attorney with specimen signature shall be submitted (unless it has been provided earlier) along with proxy form to the Company.

- 5. Members are required to timely notify any change in their address to their respective Participants (if shares are held electronically) or to the Share Registrar of the Bank (if shares are held in physical form) M/s. CDC Share Registrar Services Limited, CDC House, 99-B, Block-B, S.M.C.H.S., Main Shahrah-e-Faisal, Karachi.

6. Mandatory Requirement for Provision of IBAN and Valid CNIC for payment of Cash Dividend through Electronically:

In compliance with requirements of Companies Act, 2017 and the Companies (Distribution of Dividends) Regulations, 2017, the Company shall withheld dividend of those shareholders who have not yet provided correct and complete bank account details including valid IBAN of their respective bank accounts.

In order to receive cash dividend(s) withheld by the Bank as stated above, shareholders are requested to contact their Share Registrar at the above given address or their respective Participant / Investor Account Services of Central Depository Company of Pakistan (as the case may be) along with legible copy of their respective valid CNIC and provide their complete and correct bank account details including valid IBAN.

The Shareholders holding Pakistan Origin Card and have updated the same in records or Shareholders who have mentioned their passport numbers will receive the dividends subsequent to the initial payment run through Central Depository System.

It is also important to note that system errors or non-response on part of a shareholder's designated bank may also delay the dividend payment and in case of such delays shareholders are requested to contact the Company's Share Registrar.

Completion and correction of record:

Members are required to timely notify any change in their address to their respective Participants (if shares are held electronically) or to the Share Registrar of the Bank (if shares are held in physical form) M/s. CDC Share Registrar Services Limited, CDC House, 99-B, Block-B, S.M.C.H.S., Main Shahrah-e-Faisal, Karachi.

7. Deduction of Withholding Tax:

Please note that the withholding tax will be deducted at the following rate based on “Active Taxpayer List” (ATL) available at FBR website:

1. Persons appearing in Active Taxpayers List: 15%
2. Persons not appearing in Active Taxpayers List: 30%.

Further, in case of joint shareholders, tax will be deducted as per their ratio/share (if any) intimated by the same to the Bank’s Share Registrar, otherwise their shareholding treated as equal.

8. Requirement of Valid Tax Exemption Certificate for Claim of Exemption U/S 150 of the Income Tax Ordinance 2001:

If the FBL is available with valid exemption certificate issued u/s 159 of Income Tax Ordinance, 2001 or has filed a petition against the FBR for acquiring exemption certificate, in any relevant court, a copy of valid exemption certificate or certified true copy of the Stay Order of Honorable Court along with latest Court proceedings (if any) would be required latest by March 18, 2025 in lieu of valid exemption certificate for non-deducting of withholding tax. In case of non-availability of the same or Court Order, tax shall be deducted accordingly.

9. Deduction of Zakat on Dividend issue:

The Zakat will be deducted from the dividends at source at the rate of 2.5% of the paid-up value of the shares (Rs. 10/- each) under Zakat and Ushr Laws and will be deposited within the prescribed period with the relevant authority. Please submit your Zakat Declaration Form (CZ 50) under Zakat and Ushr Ordinance 1980 & Rule 4 of Zakat (Deduction & Refund) Rules, 1981 to the Bank’s Share Registrar. Shareholders who hold shares with participants / CDC are advised to provide the above Forms through the concerned brokers / CDC.

10. Availability of Audited Financial Statements on Company's Website

The Company has placed the Audited Annual Financial Statements for the year ended December 31, 2024 along with Auditor’s and Director’s Reports thereon on its website: www.faysalbank.com

11. Transmission of Financial Statements

The Securities and Exchange Commission of Pakistan vide SRO No. 389(1) / 2023 dated March 21, 2023, has allowed listed companies to circulate their Annual Audited Financial Statements, (i.e., annual audited Balance Sheet and Profit & Loss accounts, Auditors Report

and Directors' Report) along with the notice of 30th AGM to be held on March 25, 2025, to its shareholders, through QR code and web link (as mentioned above).

However, hard copy of the same will be provided on demand and members desiring to avail this facility may provide the requisite information to the Company Share Registrar, M/s. CDC Share Registrar Services Limited, CDC House, 99-B, Block-B, S.M.C.H.S., Main Shahrah-e-Faisal, Karachi. Further, the financial statements along with the notice of AGM may also be circulated through email by the Bank's registrar. Please note that the required documents will be send to the members on their registered email address only.

12. Deposit / Conversion of Physical Shares into Book-Entry Form:

The Securities and Exchange Commission of Pakistan ("SECP") through its letter No. CSD/ED/Misc./2016-639-640 dated March 26, 2021 has advised listed companies to adhere with the provision of the Section 72 of the Companies Act, 2017 (the "Act") requiring all the existing companies to replace shares issued by them in physical form with shares into Book-Entry form in a manner as may be specified and from the date notified by the SECP but not exceeding four (04) years from the date of the promulgation of the Act. Considering the aforesaid directive, FBL has also published a request on dated May 28, 2021 to ensure compliance with requirement of the Act and advised to open Investor Account directly with the Central Depository Company of Pakistan Limited ("CDC") or CDC-Sub-Account with any of the TREC Holder registered with Pakistan Stock Exchange Limited to place their physical shares into Book-Entry form. It will not only to secure the compliance of relevant rules and regulations but will also speed up the process of disbursement of entitlement to the respective shareholders.

13. Claiming of Unclaimed / Unpaid Dividends and Share Certificates:

In compliance of Section 244 of the companies Act 2017, the Bank has already requested through individual letters to shareholders who have not yet claimed their outstanding cash dividends/ bonus shares, Shareholders are once again requested to lodge their claims for cash dividends, right /bonus shares kept with the Share Registrar and Transfer Agent of the Bank. On the address given above.

14. Registration on CDC's e-Services Web Portal:

Central Depository Company (CDC) has developed Centralized Cash Dividend Register (CCDR), an e-Services web portal which contains details pertinent to cash dividend paid, unpaid or withheld by listed companies. The CCDR will help to maintain history of dividends paid to shareholder by listed companies and access of all such information will be provided to the respective shareholders. The web portal will facilitate shareholders of listed companies in retrieving detail of cash dividends from CCDR and using the same for their record purposes. Shareholders may access CCDR via <https://csp.cdcaccess.com.pk> in addition, the Dividend / Zakat & Tax Deduction Report can also be obtained directly from Participant (Stock Broker) which has been provided to them on their CDS terminals. Moreover, shareholders may also receive copy of this report on their registered email addresses.