

(HEAD OFFICE)
Secretariat (Corporate Affairs)

Ref. No. 5.8/S/FFC
04 November 2016

All Directors (Individually)
Chief Executive & Managing Director
All Management Employees of FFC

Subject: **Compliance with Code of Corporate Governance**

Dear Sir,

1. As per Code of Corporate Governance 2012 the aggregate number of shares of listed company held by its Directors including CEO their spouses & minor children (name-wise details) and executives are required to be disclosed in the ***Directors' Report to the Shareholders***. In order to comply with this requirement, you are requested to intimate the undersigned by **January 05, 2017** regarding the number of aggregate **shares of FFC** held on **December 31, 2016**.
2. Your cooperation in complying with this requirement is requested, please.

Best regards


Company Secretary
Brig. Sher Shah (Retd)

cc: Pakistan Stock Exchange Limited

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Dear Sir,

1. As per Code of Corporate Governance 2012, where any Director, CEO or Executive of a listed company or their spouses sell, buy or transact, whether directly or indirectly, in shares of the listed company of which he is a Director, CEO or Executive, as the case may be, he shall notify to Company Secretary such transaction through email at **shares@ffc.com.pk** on the **same day** as per following format for onward communication to Pakistan Stock Exchange and presenting the same at the subsequent Board of Directors meeting:-

- a. Written record of the price, number of shares and date etc.
- b. Form of share certificates (i.e. whether physical or electronic within the Central Depository System) and nature of transaction.
- c. Any other related information.

2. Moreover, no Director, CEO or Executive shall, directly or indirectly, deal in the shares of the Company in any manner during the closed period as determined by the Company prior to the announcement of interim/final results and any business share price sensitive decision.

3. Your cooperation in complying with the requirement is requested, please.

Best regards


Company Secretary
Brig Sher Shah (Retd)

cc: Pakistan Stock Exchange Limited