



The General Tyre and Rubber Company of Pakistan Limited

THROUGH PUCARS & COURIER

October 5, 2020

The Deputy General Manager
Pakistan Stock Exchange Limited
Stock Exchange Building
Stock Exchange Road
Karachi- 74000

**SUBJECT: NOTICE OF ANNUAL
GENERAL MEETING**

Dear Sir,

Please find enclosed a copy of 57th Notice of Annual General Meeting of The General Tyre and Rubber Company of Pakistan Limited ("**Company**") to be held on Wednesday, October 28, 2020, for circulation amongst your TREC holders.

Yours sincerely,


Yasir Ali Quraishi
Company Secretary



NOTICE OF FIFTY- SEVENTH (57th) ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN that the Fifty-Seventh (57th) Annual General Meeting (“AGM”) of The General Tyre & Rubber Company of Pakistan Limited (“Company”) will be held on Wednesday, October 28, 2020 at 12:00 Noon at the Beach Luxury Hotel, Lalazar, Karachi, to transact the following business:

ORDINARY BUSINESS:

1. To appoint the Chairman of the Meeting for the AGM only, as there is no Chairman of the Board to chair the AGM.
2. To confirm the previous minutes of Extraordinary General Meeting(s).
3. To receive, consider and adopt the Audited Financial Statements for the year ended June 30, 2020, together with the Chairman Review, Directors’ and Auditors’ Reports thereon.
4. To appoint external auditors for the financial year 2021 and to fix their remuneration. The retiring auditors, Messrs. A. F. Ferguson & Co. Chartered Accountants, being eligible, have offered themselves for reappointment for the year ending June 30, 2021.

ANY OTHER BUSINESS:

5. To consider any other business with the permission of the Chair.

[This AGM is being held subject to the Order dated 9 September 2020 passed by the Honourable High Court of Sindh in Pakistan Kuwait Investment Company (Pvt.) Limited vs. The General Tyre & Rubber Company of Pakistan Limited (JCM No. 18/2020)]

Karachi
Dated: October 6, 2020

By Order of the Board


Yasir Ali Quraishi
Company Secretary



NOTES:

1. The share transfer books of the Company shall remain closed from October 21, 2020 to October 28, 2020 (both days inclusive). Transfers received at the Company's share registrar, CDC Share Registrar Services Limited ("CDCSRSL"), CDC House, 99-B, Block "B", S.M.C.H.S., Main Shahrah-e-Faisal, Karachi by close of business on October 21, 2020, will be considered in time for eligibility for any entitlements and to attend the AGM.
2. A member entitled to attend and vote at the Annual General Meeting is entitled to cast his/ her vote by proxy. Proxies must be deposited at the Company's Registered Office at H-23/2, Landhi Industrial Trading Estate, Landhi, Karachi not later than forty-eight hours before the time for holding the meeting.
3. Members are requested to notify change in their address, if any, immediately.
4. Shareholders (Non-CDC) are requested to promptly notify the Company's Share Registrar of any change in their addresses
5. CDC Account Holders will further have to follow the under mentioned guidelines as laid down in Circular No. 1 of 2000 dated 26 January 2000 issued by the Securities and Exchange Commission of Pakistan.
6. Any individual beneficial owner having an account or sub-account with the Central Depository Company ("CDC"), entitled to vote at this Meeting, must provide his/her Computerized National Identity Card ("CNIC") to prove his/her identity, and in case of proxy must enclose an attested copy of his/her CNIC. The representatives of corporate bodies should provide attested copies of board of directors' resolution/powers of attorney and/or all such documents as are required under Circular No.1 dated 26th January 2000 issued by the Securities Exchange Commission of Pakistan for the purpose.
7. Pursuant to Section 223(7) of the Companies Act, 2017, the financial statements and reports have been placed on website of the Company.
8. Members are hereby informed that in pursuant to SECP's S.R.O. 787(1)/2014 dated September 8, 2014 and Companies Act, 2017, Companies have been allowed to circulate the Annual Reports to members through email. For this purpose, we have attached the request form in the Annual Report and also uploaded on our company's website: www.gentipak.com. Members who want to avail this facility are requested to submit the request form duly filled to the Share Registrar.
9. Further, in accordance with SRO 470(I)/2016 dated May 31, 2016, through which SECP has allowed companies to circulate the annual audited accounts to its members through CD/DVD/USB instead of transmitting the hard copies at their registered addresses, subject to consent of shareholders and compliance with

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certain other conditions, the Company has obtained shareholders' approval in the Annual General Meeting held on October 31, 2016.

10. The members who hold shares in dematerialized form are requested to submit the dividend bank mandate form duly filled to their participant/investor account services in the CDC.
11. For shareholders holding their shares jointly as per the clarification issued by the Federal Board of Revenue, withholding tax will be determined separately on "Filer / Non-Filer" status of the principal shareholder as well as joint-holder(s) based on their shareholding proportions. Therefore, all shareholders who hold shares jointly are required to provide shareholding proportions of the principal shareholder and Joint-holder(s) in respect of shares held by them to the Share Registrar, in writing as follows:

Company Name	Folio/ CDC Account No.	Total Shares	Principal Shareholder		Joint Shareholder	
			Name and CNIC No.	Shareholding Proportion (No of Shares)	Name and CNIC No.	Shareholding Proportion (No of Shares)

NOTE: In the event of non-receipt of the information by October 26, 2020, each shareholder will be assumed to have equal proportion of shares.

For any query/problem/information, the investors may contact the Company and/or the Share Registrar at the following phone numbers or email addresses:

Contact Persons:

CDC Share Registrar Services (Pvt.) Limited
CDC House, 99-B, Block 'B', S.M.C.H.S.,
Main Shahra-e-Faisal Karachi
021-111-111-500
92-21-321-8200864
cdcsr@cdcsrsl.com

Yasir Ali Quraishi
Company Secretary
The General Tyre & Company
of Pakistan Limited
021-111-487-487
info@gentipak.com

12. Shareholders who could not collect their dividend /physical shares are advised to contact our Share Registrar to collect/enquire about their unclaimed dividend or shares, if any.
13. Through this notice, the shareholders are intimated to contact with the Company for any unclaimed dividend/ shares within a period of seven days after publishing this notice to meet the compliance of SECP Direction #: 16 of 2017 dated 07 July



2017. List of Shareholders having unclaimed dividends/ shares are available on the Company's website www.gentipak.com.

14. If Members holding ten (10) percent of the total paid up capital, reside in a city, such Members, may demand the Company to provide them the facility of video-link for attending the Meeting. If you wish to take benefit of this facility, please fill and send a request in the below terms to the Company at its registered address at least seven (7) days prior to the date of the Meeting:

I/We, _____ of _____,
being a member of The General Tyre & Rubber Company of Pakistan Limited,
holder of _____ ordinary share(s) as per Registered
Folio/CDC Account No. _____ hereby opt for video link facility at

Signature of Member

Members who have not yet submitted photocopy of their Computerized National Identity Cards to the Company are requested to send the same at the earliest.

15. In accordance with the Companies (Postal Ballot) Regulations, 2018, for any agenda item subject to the requirements of Section 143 and 144 of the Companies Act, 2017, shareholders will be allowed to exercise their right of vote through postal ballot i.e. by post or e-voting, in the manner and subject to the conditions contained in the aforesaid regulations.
16. The audited financial statements of the Company for the year ended June 30, 2020 have been made available on the Company's website www.gentipak.com, at least 21 days before the date of Annual General Meeting.
17. The shareholders having physical shareholding may open CDC sub-account with any of the brokers or preferably directly through Investor Account with CDC to place their physical shares into script-less form.

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 details 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.

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- 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 the 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 CNIC 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.
18. The shareholders holding physical shares are also required to bring their original CNIC and/ or copy of CNIC of shareholder(s) of whom he/ she/ they hold Proxy(ies) without CNIC such shareholder(s) shall not be allowed to attend and/ or sign the Register of Shareholders/ Members at the AGM.

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The General Tyre and Rubber Company of Pakistan Limited

THROUGH PUCARS & COURIER

October 5, 2020

The Deputy General Manager
Pakistan Stock Exchange Limited
Stock Exchange Building
Stock Exchange Road
Karachi- 74000

SUBJECT: NOTICE OF BOOK CLOSURE

Dear Sir,

This is to inform you that the Company's Share Transfer Book shall remain closed from October 21 2020 to October 28, 2020 (both days inclusive) in connection with the Company's 57th Annual General Meeting scheduled to be held on Wednesday, October 28, 2020.

You may please inform the members of the Exchange accordingly.

Yours sincerely,

Yasir Ali Quraishi
Company Secretary