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Lahore and Karachi 10-01-2018

HASEEB WAQAS SUGAR MILLS LIMITED

NOTICE OF 26TH ANNUAL GENERAL MEETING

Notice is hereby given that the 26th Annual General Meeting of Haseeb Waqas Sugar Mills Limited will be held at its Registered Office, 06-F, Model Town, Lahore on Wednesday, 31 January 2018 at 09:00 a.m. to transact the following business:-

ORDINARY BUSINESS:

1. To confirm the minutes of the Last Annual General Meeting held on 31 January 2017.
2. To receive, consider and adopt the Annual Audited Accounts of the Company for the year ended 30 September 2017 together with Directors' and Auditors' Report thereon.
3. To appoint Auditors of the Company for the year ending 30 September 2018 and to fix their remuneration. The retiring auditors M/S Qadeer & Company, Chartered Accountants, being eligible, have offered themselves for re-appointment.
4. To transact any other business with the permission of the Chair.

By Order of the Board

Place: Lahore

Dated: 09 January 2018

Notes:

(ANSAR AHMED)
Company Secretary

1. The Members Register will remain closed from 25 January 2018 to 31 January 2018 (both days inclusive). Transfers received at Hameed Majeed Associates (Pvt.) Limited, H.M. House, 7-Bank Square, Lahore, the Registrar and Shares Transfer Office of the Company, by the close of business on 24 January 2018 will be treated in time for the purpose of Annual General Meeting.
2. A member eligible to attend and vote at the meeting may appoint another member as proxy to attend and vote in the meeting. Proxies in order to be effective must be received by the company at the Registered Office not later than 48 hours before the time for holding the meeting.
3. In order to be valid, an instrument of proxy and the power of attorney or other authority (if any) under which it is signed, or a notarially certified copy of such power of attorney, must be deposited at the Registered Office of the Company, 06-F, Model Town, Lahore, not less than 48 hours before the time of the meeting.
4. a) individual beneficial owners of CDC entitled to attend and vote at the meeting must bring his/her participant ID and account/sub-account number along with original CNIC or passport to authenticate his/her identity. In case of Corporate entity, resolution of the Board of Directors/Power of Attorney with specimen signatures of nominees shall be produced (unless provided earlier) at the time of meeting.
b) For appointing of proxies, the individual beneficial owners of CDC shall submit the proxy form as per above requirement along with participant ID and account/sub account number together with attested copy of their CNIC or Passport. The proxy form shall be witnessed by two witnesses with their names, addresses and CNIC numbers. The proxy shall produce his/her original CNIC or Passport at the time of meeting. In case of Corporate entity, resolution of the Board of Director/Power of Attorney along with specimen signatures shall be submitted (unless submitted earlier) along with the proxy form.
5. Members are requested to notify any change in their registered address immediately.
6. In accordance with S.R.O. 831(I)2012 dated 5 July 2012 issued by Securities & Exchange Commission of Pakistan (SECP), dividend warrants should bear CNIC # of the registered member or the authorized person. Accordingly, members who have not yet submitted copy of their valid CNIC/NTN (in case of corporate entities) are requested to submit the same with members folio no. mentioned their on to the Company or directly to our Independent Share Registrar, Hameed Majeed Associates (Pvt.) Limited.
7. In compliance with SECP notification no. 634/(1)/2014 dated 10 July 2014, the company has placed the Audited Annual Financial Statements for the year ended 30 September 2017 along with Auditors and Directors Reports thereon on its website: www.hwqc.com.pk
8. In pursuance of SECP notification S.R.O. 787(1)2014 dated 08 September 2014, the companies have been allowed to circulate their Annual Balance Sheet and Profit and Loss Accounts, Auditors' Report and Directors Report (Annual Financial Statements) along with Notice of Annual General Meeting (notice) through E-mail to the members of the Company. Members desiring to avail this facility may provide the requisite information to the Company for which form may be downloaded from the Company's website: www.hwqc.com.pk
9. If the company receives consent from members holding in aggregate 10% or more shareholding residing at a geographical location, to participate in the meeting through video conference at least 10 days prior to the date of the meeting, the company will arrange video conferencing facility in that city subject to availability of such facility in that city.
10. In pursuance of SECP notification S.R.O. 470(1)2016 dated 31 May 2016, the company has sent information regarding Annual Audited Accounts of the company to the shareholders in soft form i.e. CD. However, the company will supply the hard copy of the Annual Audited Accounts to the shareholders on demand, at their registered addresses, free of cost, within one week of such demand. The company has placed on its website a standard request form, to communicate their need of hard copies instead of soft form.

