




NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the 27th Annual General Meeting of Pak Datacom Limited will be held on Wednesday, November 27, 2019 at 11:00 a.m. at Hotel Margala, Shahrah-e-Kashmir Road, Shakar Parian, Islamabad to transact the following business:

ORDINARY BUSINESS

1. To confirm the minutes of 26th Annual General Meeting held on November 27, 2018.
2. To receive, consider and adopt the audited accounts of the Company for the year ended June 30, 2019 together with the Directors' and Auditors' Reports thereon.
3. To approve, as recommended by the Board of Directors, the payment of final cash dividend to the shareholders @ 40% i.e. Rs. 4.00 per share for the year ended June 30, 2019.
4. To appoint auditors for the year ending June 30, 2020 and fix their remuneration.
5. To transact such other business as may be placed before the meeting with the permission of the Chair.

On behalf of the Board


Muhammad Naeem
Company Secretary

Pak Datacom Limited, 3rd Floor,
Umar Plaza, Blue Area, Islamabad.
November 06, 2019

NOTES:

1. **Closure of Share Transfer Books**
The Share Transfer Books of the Company will remain closed from November 20, 2019 to November 27, 2019 (both days inclusive). Transfers received in order at the Shares Registrar's Office of the Company by the close of business on November 19, 2019 will be treated in time for the purpose of payment of the final cash dividend.
2. **Participation in the Annual General Meeting**
A member entitled to attend and vote at the meeting is entitled to appoint another member as proxy. Proxies in order to be effective must be received at the Head Office of the Company not less than 48 hours before the meeting.
3. **Change in Particulars**
Members are requested to notify any changes in their addresses immediately.
4. **PAYMENT OF DIVIDEND THROUGH BANK ACCOUNT OF THE SHAREHOLDER**
In accordance with Section 242 of the Companies Act, 2017, cash dividend can only be paid through electronic mode directly into the respective bank account designated by the entitled

Lahore

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shareholders. Shareholders are requested to provide their bank account details (IBAN format) directly to our share registrar (for physical shares) or to their respective participant/ broker (for CDS shares) as the case may be. The subject Form is available at Company's website i.e., www.pakdatacom.com.pk.

5. EXEMPTION FROM DEDUCTION OF INCOME TAX / ZAKAT

Members seeking exemption from deduction of income tax or are eligible for deduction at a reduced rate are requested to submit a valid tax certificate or necessary documentary evidence as the case may be. Members desiring non-deduction of zakat are also requested to submit a valid declaration for non-deduction of zakat.

6. Deduction of The Income Tax from Dividend under section 150 of the Income Tax Ordinance 2001 ("Income Tax Ordinance")

Pursuant to the provisions of Finance Act, 2019, effective July 01, 2019, the rates of deduction of Income Tax from dividend payments under the Income Tax Ordinance, 2001 have been revised as follows:

- a) Rate of tax deduction for persons who are appearing in the Active TAX Payers List 15%
- b) Rate of tax deduction for persons who are not appearing in the Active TAX Payers List 30%

All shareholders/ members of the Company who hold shares in Physical Form are therefore requested to send a valid copy of their CNIC and NTN certificate, to the Company's Shares Registrar, **CDC Share Registrar Services Limited (CDCSRL), CDC House, 99-B, Block B, S.M.C.H.S., Main Shahra-e-Faisal, Karachi – 74400. Tel: (92-21) 111-111-500** to allow the Company to ascertain the status of shareholder/ member.

Shareholders/ members who hold shares in scrip-less form on Central Depository System (CDS) of Central Depository Company Pakistan Limited (CDC) are requested to send valid copies of their CNIC and NTN Certificates to their CDC participants/ CDC Investor Account Services.

7. Additional Requirements for CDC Account Holders

CDC individual account holders or Sub account holders are requested to bring with them their original Computerised National Identity Card (CNIC)/ original Passport along with participant's ID number and their account number in order to facilitate identification vide Circular # 1, dated January 26, 2000 issued by the Securities and Exchange Commission of Pakistan (SECP).

8. TRANSMISSION OF ANNUAL AUDITED FINANCIAL STATEMENTS THROUGH CD/DVD

The Company has circulated annual financial statements to its members through CD at their registered address. Printed copy of above referred statements can be provided to members upon request. Request form is available on the website of the Company i.e., www.pakdatacom.com.pk.

9. TRANSMISSION OF ANNUAL REPORTS THROUGH E-MAIL

The SECP vide SRO 787(1)/2014 dated September 8, 2014 has provided an option for shareholders to receive audited financial statements along with Notice of Annual General

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Meeting electronically through e-mail. Hence members who are interested in receiving the annual report and Notice of Annual General Meeting electronically in future are requested to send their e-mail addresses on the consent form placed on the Company's website i.e., www.pakdatacom.com.pk. The Company shall, however additionally provide hard copy of the annual report on request, free of cost to its members

10. AVAILABILITY OF AUDITED FINANCIAL STATEMENTS ON COMPANY'S WEBSITE

The audited accounts of the Company for the year ended June 30, 2019 will be placed on the Company's website www.pakdatacom.com.pk, in addition to the annual and quarterly financial statements for the prior years.

11. CONSENT FOR VIDEO CONFERENCE FACILITY

In accordance with Section 132(2) of the Company's Act, 2017, if the Company receives the consent from members holding in aggregate 10% or more shareholding residing in geographical location to participate in the Meeting through video conference at least 07 days prior to the date of the Annual General Meeting, the Company will arrange video conference facility in that city subject to availability of such facility in that City. To avail this facility, a request is to be submitted to the Company Secretary of the Company on the given address;

Company Secretary, Pak Datacom Limited, 3rd Floor, Umar Plaza, Blue Area, Islamabad.

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