



NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the 29th Annual General Meeting of the shares holders of Pak Datacom Limited (The Company) will be held on Tuesday, 26th October 2021 at 11:00 hours at **Telecom Foundation, TF Complex, TF Headquarters, 7th Mauve Area, G-9/4, Islamabad**. In compliance to SECP Circular#4 of 2021, dated:15-02-2021, the AGM will be held via video link facility to transact the following business:

ORDINARY BUSINESS:

1. To confirm the minutes of 28th Annual General Meeting held on 27th December 2020.
2. To receive, consider and adopt the annual audited financial statements of the Company for the year ended June 30, 2021, together with the Directors' and Auditors' Reports thereon.
3. To approve the payment of cash dividend @ 15% (i.e., Rs. 1.5/- per share) and bonus shares @ 10% (i.e., 1 share for every 10 shares) for the year ended June 30, 2021 as recommended by the Board of Directors..
4. To appoint auditors of the Company for the year ending June 30, 2022 and fix their remuneration. The retiring auditors M/s BDO Ebrahim & Co Chartered Accountants being eligible offer themselves for reappointment.

ANY OTHER BUSINESS:

To transact any other business with the permission of the Chairman.

Pak Datacom Limited, 3rd Floor,
Umar Plaza, Blue Area, Islamabad.
October 05th, 2021

By the order of the Board,


Jibran S Abbas
Company Secretary

NOTES:

1. **Participate in AGM Proceedings via Video Conference Facility:**
Due to recent surge in Covid-19 cases and to avoid large public gatherings at one place, the Company shall hold its AGM through video conference facility in pursuance to Circular No. 04 of 2021 read with Circular No. 06 of 2021 notified by the Securities and Exchange Commission of Pakistan (SECP) dated 19th February 2021 and 03rd March 2021 respectively.

Therefore, to attend and participate in the AGM through video link facility, members are requested to register their particulars (Name, Folio/ CDS Account Number, CNIC Number and Cell Phone Number) with the Company Secretary by e-mailing to companysecretary@pakdatacom.com.pk at least 24 hours before the time of AGM, including any queries and questions (if any).

Lahore

Office No. 23, 3rd Floor, Leeds Centre, 11-E-2
Main Boulevard, Gulburg III, Lahore.
T: +92-42-35783648, 35783646, F: +92-42-35783647

Karachi

PDL House, 225/C, Block 2, PECHS, Karachi
T: +92-21-34559527, 34382909 F: +92-21-34527388



2. Closure of Share Transfer Books

The Share Transfer Books of the Company will remain closed from October 19, 2021 to October 26, 2021 (both days inclusive) and no request for transfer of shares will be accepted for registration. Transfers received in order at the Shares Registrar's Office of the Company by the close of business on October 18, 2021 will be treated in time for the purpose of payment of the final cash dividend.

3. Attending the AGM and Appointment of Proxies

A member of the Company entitled to attend and vote at the General Meeting may appoint a person/representative as proxy to attend and vote in place of member at the meeting. Proxies in order to be effective must be received at Company's registered office duly stamped and signed not later than 48 hours before the time of holding meeting. A member cannot appoint more than one proxy. Attested copy of shareholder's CNIC must be attached with the proxy form.

A) For attending the meeting

- (a) 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 identity by showing his/her original Computerized National Identity Card (CNIC) or original passport at the time of attending the meeting.
- (b) In case of corporate entity, the Board of Directors' resolution / power of attorney with specimen signature of the nominee shall be produced at the time of meeting.

B) For appointing proxies

- (a) 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 is uploaded as per the regulations, shall submit the proxy form as per the above requirement.
- (b) The proxy form shall be witnessed by the two persons whose names, addresses and CNIC numbers shall be mentioned on the form.
- (c) Attested copies of CNIC or the passport of the beneficial owners and the proxy shall be furnished with the proxy form.
- (d) The proxy shall produce his/her original CNIC or original passport at the time of the meeting.
- (e) In case of corporate entity, the Board of Directors' resolution/power of attorney with specimen signature shall be submitted to the Company along with proxy form.

4. Change in Particulars

Members are requested to notify any changes in their addresses immediately.

5. 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 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.

Lahore

Office No. 23, 3rd Floor, Leeds Centre, 11-E-2
Main Boulevard, Gulburg III, Lahore.
T: + 92-42-35783648, 35783646, F: +92-42-35783647

Karachi

PDL House, 225/C, Block 2, PECHS, Karachi
T: +92-21-34559527, 34382909 F: +92-21-34527388



6. 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.

7. 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, 2021, effective July 01, 2021, 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 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 (CDCSRSL), CDC House, 99-B, Block B, S.M.C.H.S., Main Shakra-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.

8. 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).

9. 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.

10. 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 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

Lahore

Office No. 23, 3rd Floor, Leeds Centre, 11-E-2

Main Boulevard, Gulburg III, Lahore.

T: +92-42-35783648, 35783646, F: +92-42-35783647

Karachi

PDL House, 225/C, Block 2, PECHS, Karachi

T: +92-21-34559527, 34382909 F: +92-21-34527388



Pak Datacom

Pak Datacom Ltd.

3rd Floor, Umar Plaza, Blue Area, Islamabad, Pakistan

T: +92 51 2344123 F: +92 51 2344111

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

The audited accounts of the Company for the year ended June 30, 2021 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.

12. 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.

Lahore

Office No. 23, 3rd Floor, Leeds Centre, 11-E-2
Main Boulevard, Gulburg III, Lahore.

T: + 92-42-35783648, 35783646, F: +92-42-35783647

Karachi

PDL House, 225/C, Block 2, PECHS, Karachi

T: +92-21-34559527, 34382909 F: +92-21-34527388

www.pakdatacom.com.pk