



**PICIC**  
INSURANCE

**PICIC Insurance Limited**  
HEAD OFFICE

1204, 12th Floor, Emerald Tower,  
Clifton, Block-5, Karachi - 75600, Pakistan.  
Tel | 021-35147651-5  
Fax | 021-35147656  
UAN | 11 12 PICIC (111-274-242)  
www.picicinsurance.com

AC/037/17  
May 09, 2017

The General Manager  
Pakistan Stock Exchange Limited  
Stock Exchange Building  
Stock Exchange Road  
Karachi

Fax # 021 -111 -573 -329

Subject: **Notice Of Annual General Meeting**

Dear Sir,

Enclosed please find a copy of the Notice of Annual General Meeting to be held on May 31, 2017 at 11:00AM, for circulation amongst your members. This notice will appear in the English and Urdu daily newspaper namely Business Recorder and Nawa-e-Waqt of Karachi, Lahore and Islamabad on May 10, 2017.

Yours Sincerely

  
Irshad Ali Shaban Ali Kassim  
Chairman





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**Notice of Annual General Meeting**

Notice is hereby given that the Thirteenth (13<sup>th</sup>) Annual General Meeting of the Company will be held at the Institute of Chartered Accountants of Pakistan (ICAP) Auditorium, Chartered Accountants Avenue, Near Teen Talwar, Clifton, Karachi on Wednesday, May 31, 2017 at 11.00 AM to transact the following business:

**Ordinary Business:**

1. To confirm the Minutes of the Extra Ordinary General Meeting held on August 29, 2016.
2. To receive, consider and adopt the Audited Financial Statements for the year ended December 31, 2016 together with Directors' Report and Auditors' Report thereon.
3. To appoint Auditors of the Company for the year ending December 31, 2017 and to fix their remuneration.

**Special Business:**

4. To approve transmission of annual audited financial statements, auditor's report and directors report etc. (the "annual audited accounts") to the Company's shareholders through CD/DVD/USB at their registered address as allowed by the Securities and Exchange Commission of Pakistan via S.R.O No. 470(I)/2016 dated May 31, 2016:

"RESOLVED THAT as notified by the Securities and Exchange Commission of Pakistan via S.R.O No. 470(I)/2016 dated May 31, 2016 transmission of annual audited financial statements, auditor's report and directors report etc. (the "annual audited accounts") to the Company's shareholders at their registered addresses in soft copies in the form of CD/DVD/USB instead of transmitting the annual audited accounts in hardcopy, be and is hereby approved."

**Other Business:**

5. Any other matter with the permission of Chair.

A Statement of Material Facts under section 160 (1) (b) of the Companies Ordinance, 1984 relating to said Special Business is given hereunder.

Karachi: May 10, 2017

By Order of the Board  
Ishad Ali Shaban Ali Kassim  
Chairman



A statement under Section 160 (1) (b) of the Companies Ordinance, 1984 setting forth all material facts concerning the Resolutions contained in item no. 4 of the Notice which will be considered for adoption at the Meeting and the same will be annexed to this Notice of Meeting being sent to Members.

**Notes:**

1. A member entitled to attend and vote at the General Meeting is entitled to appoint another member as a proxy to attend and vote in respect of him. Form of proxy must be deposited at the Company's Registered Office not later than 48 hours before the time appointed for the meeting.
2. CDC Account holders are advised to follow the following guidelines of the Securities and Exchange Commission of Pakistan.
  - A. **For attending the meeting:**
    - (i) In case of individuals, the account holder and or sub-account holder and their registration details are uploaded as per the Regulations, shall authenticate his identity by showing his original Computerized National Identity Card (CNIC) or original passport at the time of attending the meeting.
    - (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 and or sub-account holder 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 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.
3. The Share Transfer Books of the Company will be closed from May 24, 2017 to May 31, 2017 (both days inclusive). Transfers received in order by our Share Registrar, FAMCO Associates (Pvt) Limited, 8-F, next to Hotel Faran, Nursery



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Block - 6, P.E.C.H.S Shahrah-e-Faisal, Karachi, Pakistan at the close of business on May 23, 2017 will be considered in time to attend and vote at the meeting.

4. Members are requested to notify / submit the following, in case of book entry securities in CDC to respective CDC participants and in case of physical shares, to the Company's Share Registrar, if not earlier provided / notified:-

- a. Change in their addresses;
- b. Valid and legible photocopies of Computerized National Identity card (CNIC) for Individuals and National Tax Number (NTN) both for individual & corporate entities; and
- c. Consent to receive Annual Financial Statements through e-mail. The Securities & Exchange Commission of Pakistan through its Notification SRO 787(1)2014 of September 8, 2014 has allowed companies to circulate Audited Financial Statements along with Notice of Annual General Meeting to its members through e-mail.

Members who wish to avail this facility can give their consent to Company Secretary at email address [www.picicinsurance.com](mailto:www.picicinsurance.com)

5. Audited Accounts of the Company for the year ended December 31, 2016 are available on the Company's website [www.picicinsurance.com](http://www.picicinsurance.com).

