

# PUNJAB OIL MILLS LIMITED

## NOTICE OF EXTRAORDINARY GENERAL MEETING

Notice is hereby given that an Extraordinary General Meeting of the Shareholders of **PUNJAB OIL MILLS LIMITED** will be held on Tuesday, December 27, 2016 at 11:00 A.M. at Plot No. 26-27-28, Industrial Triangle, Kahuta Road, Islamabad, the Registered Office of the Company to transact the following business.

1. To confirm minutes of last 35<sup>th</sup> Annual General Meeting held on October 31<sup>st</sup>, 2016.
2. To elect seven Directors of the Company as fixed by the Board under the provisions of section 159 of the Companies Ordinance, 2016 for a period of three years commencing from December 29, 2016. The retiring Directors are as under:-

- |                           |                             |
|---------------------------|-----------------------------|
| 1. Mr. Tahir Jahangir     | 2. Mr. Izaz Ilahi Malik     |
| 3. Mr. Usman Ilahi Malik  | 4. Mr. Jillani Jahangir     |
| 5. Mr. Furqan Anwar Batla | 6. Syed Tahir Hussain Naqvi |
| 7. Syed Zubair Ahmad Shah |                             |

- 3 Any other business with the permission of the Chair.

By order of the Board

Lahore: December 02, 2016

(Usman Saleem)  
Company Secretary

### NOTES:

1. Every candidate for election as a Director, whether he is a retiring Director or otherwise shall file with the Company not later than 14 (fourteen) days' before the date of Extraordinary General Meeting, a notice of his intention to offer himself for election as a Director alongwith the consent to serve as a Director in the prescribed Form 28, a detailed profile alongwith his/her relevant declarations as required under the Code of Corporate Governance to his appointment as Director of the Company.
2. He/She should also confirm that:
  - i. He/She is not ineligible to become a Director of the Company under any applicable laws and regulations (including listing regulations of Pakistan Stock Exchange Limited).
  - ii. He/She is not serving as a Director in more than seven listed companies.
  - iii. Neither he/she nor his/her spouse is engaged in the business of brokerage or is a sponsor director or officer of a corporate brokerage house.
3. The Share Transfer Books of the Company will remain closed from December 20, 2016 to December 27, 2016 (both days inclusive).

4. A member of the Company entitled to attend and vote at EOGM 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 and must be duly stamped, signed and witnessed.
5. CDC shareholders desiring to attend the meeting are requested to bring their computerized original National Identity Card, Account and participant's ID numbers, for identification purpose and in case of proxy, to enclose an attested copy of his/her National Identity Card as per guide lines laid down in Circular No. 1 dated January 26, 2000 issued by SECP.
6. Members are requested to promptly notify any change in their addresses.