



شفاء انٹرنیشنل ہسپتال اسلام آباد

Shifa International Hospitals Ltd.

Sector : H-8/4, Islamabad - Pakistan

Tel : 051-8463000

Fax : 051-4863182

October 05, 2020

The General Manager
Pakistan Stock Exchange
Stock Exchange Building,
Stock Exchange Road,
Karachi.

Subject: Notice of 34th Annual General Meeting

Dear Sir,

Please find enclosed a copy of the Notice of the 34th Annual General Meeting of Shifa International Hospitals Limited to be held on October 27, 2020 for circulation amongst your members.

Thanking you,



MUHAMMAD NAEEM
Company Secretary



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Notice is hereby given that the 34th Annual General Meeting (AGM) of the members of Shifa International Hospitals Limited will be held at the registered office (C-0 Auditorium) of the Company at Sector H-8/4, Islamabad on Tuesday, October 27, 2020 at 1100 hours to transact the following business:

ORDINARY BUSINESS

1. To confirm the minutes of the last Annual General Meeting of the Company held on October 26, 2019.
2. To receive, consider and adopt the Annual Audited Accounts (consolidated and unconsolidated) of the Company for the year ended June 30, 2020 together with the directors' and auditors' report thereon.
As required under section 223 (7) of the Companies Act, 2017 Financial Statements of the Company have been uploaded on website of the Company which can be downloaded from the following link:
<https://www.shifa.com.pk/annual-reports>
3. To appoint auditors for the year ending June 30, 2021 and to fix their remuneration. The Audit Committee and the Board of Directors have recommended the name of retiring auditors M/s Grant Thornton Anjum Rahman, Chartered Accountants to be re-appointed as auditors of the Company.

By Order of the Board

ISLAMABAD
September 29, 2020

MUHAMMAD NAEEM
Company Secretary

- i) Keeping in view the pandemic threat, the Securities & Exchange Commission of Pakistan vide Circular No. 5 dated March 17, 2020 had instructed listed companies to modify their usual planning for General Meetings for the safety and wellbeing of the shareholders and public at large. Accordingly, the Company intends to convene this AGM with minimal physical interaction with shareholders while ensuring compliance with quorum requirements and requests the members to consolidate their attendance and voting at the AGM through proxies.
The Company, furthermore, has made arrangements to ensure that all participants, including shareholders, can now participate in the AGM proceedings via Zoom video-link. To attend the meeting via Zoom video-link, members are requested to register





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themselves by providing the following information through email at muhammad.naeem@shifa.com.pk on or before October 24, 2020:

Folio No. / CDC Account No.	Name of Shareholder	CNIC No.	Cell No.	Email Address

Members thus registered, after the necessary verification, will be provided a Zoom video link by the Company via return email. The login facility will remain open from 1045 hours till the end of the meeting.

Shareholders who wish to provide suggestions/comments on the agenda of the AGM can email the same at muhammad.naeem@shifa.com.pk or WhatsApp at 0300-8590160.

- ii) The share transfer books of the Company will remain closed from October 20, 2020 to October 27, 2020 (both days inclusive). No transfer will be accepted for registration during this period. Transfers received in order at the share registrar's office of the Company i.e. M/s Corplink (Pvt.) Limited situated at Wings Arcade, 1-K, Commercial, Model Town, Lahore at the close of business on Monday, October 19, 2020 will be considered in time for the purpose of attending AGM.
- iii) A member entitled to attend and vote at this meeting is entitled to appoint another member as his/her proxy to attend and vote for him/her. Proxies in order to be effective must be received at the registered office of the Company at Sector H-8/4, Islamabad, not less than 48 hours before the time of holding the meeting. Proxy form is attached with the notice.
- iv) Members are requested to notify any change in their registered addresses immediately.
- v) CDC shareholders entitled to attend and vote at this meeting must bring their original CNIC or Passport along with the participant's ID numbers and account numbers to prove their identity. In case of proxy, the attested copy of CNIC or passport of the CDC shareholder must be enclosed. Representatives of corporate members should bring the usual documents required for such purpose.
- vi) Pursuant to the directive of the Securities & Exchange Commission of Pakistan, CNIC numbers of members are mandatorily required for the payment of dividend. Members are, therefore, requested to submit a copy of their CNIC (if not already provided) to the Company's Share Registrar, M/s Corplink (Pvt.) Limited.





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- vii) Shareholders who have not collected their dividend/physical shares so far are advised to contact our Share Registrar to collect/enquire about their unclaimed dividend or shares, if any.
- viii) Pursuant to Notification vide SRO. 787(I)/2014 of September 08, 2014, the Securities & Exchange Commission of Pakistan has directed to facilitate the members of the Company receiving Annual Financial Statements and Notices through electronic mail system (e-mail). We are pleased to offer this facility to our members who desire to receive Annual Financial Statements and Notices of the Company through email in future. In this respect members are hereby requested to send their consent on a standard request form which is available at Company website (<https://www.shifa.com.pk/wp-content/uploads/2019/12/Financial-Statements-Request-Form.pdf>) duly signed alongwith copy of CNIC/PoA to the Company's Share Registrar.
- ix) Shareholders who wish to receive the hard copy of Financial Statements are requested to fill the standard request form (available on the company's website <https://www.shifa.com.pk/wpcontent/uploads/2014/05/Request-Form-2018.pdf>) and send it to the Company's registered address.
- x) As per section 72 of the Companies Act, 2017 every existing Company shall be required to replace its physical shares with book-entry form in a manner as may be specified and from the date notified by the SECP, within a period not exceeding four years from the commencement of the Companies Act, 2017.

The shareholders having physical shares may please open their CDC sub-account with any of the brokers or investors account directly with CDC to change their physical shares into book entry form.

For any query/information, the shareholders may contact the Company and/or the Share Registrar at the following addresses/contact numbers:

Company's Registered Office

M/s Shifa International Hospitals Limited

Sector H-8/4, Islamabad.

Ph. No. +92-51-8464227

Share Registrar's Office

M/s Corplink (Pvt.) Limited

Wings Arcade, 1-K, Commercial,

Model Town, Lahore.

Ph. No. +92-42-35916714

