



شفاء انٹرنیشنل ہسپتال اسلام آباد

Shifa International Hospitals Ltd.

Sector : H-8/4, Islamabad - Pakistan

Tel : 051-8463000

Fax : 051-4863182

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

October 17, 2023

SUBJECT: PROCEDURE OF E-VOTING AND POSTAL BALLOT

In continuation to the notice of the 37th Annual General Meeting (AGM) of Shifa International Hospitals Limited (the "Company"), scheduled to be held on Friday, October 27, 2023 at 11:00 am (PST) at the registered office (C-0 Auditorium) of the Company at Sector H-8/4, Islamabad and also through video-link (Zoom Application), published in the daily newspaper "Business Recorder" and "Daily Express" on October 06, 2023 and vide our notice to Pakistan Stock Exchange dated October 06, 2023, please find enclosed procedure of e-voting along with postal ballot to be disseminated among the shareholders.

Yours sincerely



Muhammad Naeem
Company Secretary

CC: -

- **Director Enforcement & Monitoring Department**
Enforcement & Monitoring Division
Securities & Exchange Commission of Pakistan
7th Floor, NIC Building, Jinnah Avenue,
Blue Area, Islamabad
- **Director / HOD**
Surveillance, Supervision and Enforcement Department Securities &
Exchange Commission of Pakistan,
NIC Building, 63-Jinnah Avenue,
Blue Area, Islamabad,



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As Special business agenda item No. 5 of the aforesaid meeting conveyed is special business for which the option of E-Voting or Postal Ballot is required to be arranged for the members. M/s Corplink (Pvt.) Limited have been appointed as service provider for E-voting. Through this communication we hereby intimate members the following procedure for exercising E-Voting or Postal Ballot options alternatively:

A - E-Voting:

In accordance with the Companies (Postal Ballot) Regulation, 2018, (the "Regulations") the right to vote through electronic voting facility and voting by post shall be provided to members of every listed company for, inter alia, all businesses classified as special business under the Companies Act, 2017 in the manner and subject to conditions contained in the Regulations.

Detail of E-Voting facility will be shared through e-mail with those members of the company who have valid cell numbers / e-mail addresses available in the Register of Members of the Company by the end of business on October 19, 2023 maintained by Corplink (Private) Limited being the e-voting service provider of the Company.

Identity of the members intending to cast vote through e-voting shall be authenticated through electronic signature or authentication for login.

Members shall cast vote online from October 24, 2023, 9:00 A.M. till October 26, 2023 5:00 P.M. Voting shall close on October 26, 2023 at 5:00 P.M. Once the vote on the resolutions has been casted by a Member, he/she shall not be allowed to change it subsequently.

B - Voting Through Postal Ballot:

Members may alternatively opt for voting through postal ballot. For the convenience of the members, Ballot Paper is annexed to this notice.

The members must ensure that the duly filled and signed ballot paper, along with a copy of the Computerized National Identity Card (CNIC) should reach the Chairman of the meeting through post at the Company's registered address, or email one day before the AGM, i.e., on October 26, 2023 before 5:00 P.M. A postal ballot received after this time / date shall not be considered for voting. The signature on the Ballot Paper shall match with the signature on the CNIC.





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BALLOT PAPER FOR VOTING THROUGH POST

For poll at the Annual General Meeting of Shifa International Hospitals Limited to be held on Friday, October 27, 2023 at the Company's Registered Office: (C-0 Auditorium) of the Company at Sector H-8/4, Islamabad

Designated email address of the Chairman at which the duly filled in ballot paper may be sent: chairman@shifa.com.pk

Name of shareholder/joint shareholders	
Registered Address	
Folio No. / CDC Participant / Investor ID with sub-account No	
Number of shares held	
CNIC, NICOP/Passport No. (in case of foreigner) (Copy to be attached)	
Additional Information and enclosures (In case of representative of body corporate, corporation and Federal Government.)	
Name of Authorized Signatory:	
CNIC, NICOP/Passport No. (In case of foreigner) of Authorized Signatory - (Copy to be attached)	

I/we hereby exercise my/our vote in respect of the following resolutions through postal ballot by conveying my/our assent or dissent to the following resolution by placing tick (√) mark in the appropriate box below (delete as appropriate);

Resolutions				
Agenda # 5 "RESOLVED that Company be and is hereby authorised and approved to circulate its annual audited financial statements and related documents (included in the annual report) to its members through a QR enabled code and weblink in accordance with S.R.O. 389(I)/2023 dated March 21, 2023 issued by the Securities and Exchange Commission of Pakistan."				
Sr. No.	Nature and Description of resolutions	No. of ordinary shares for which votes cast	I/We assent to the Resolutions (FOR)	I/We dissent to the Resolutions (AGAINST)
1	Resolution as per Agenda # 5 (as given above)			

Signature of shareholder(s)

Place: _____

Date: _____





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NOTES:

1. Dully filled postal ballot should be sent to chairman at Shifa International Hospitals Limited, Chairman's Office, Pitras Bukhari Road, sector H-8/4, Islamabad or through email at chairman@shifa.com.pk
2. Copy of CNIC, NICOP/Passport No. (In case of foreigner) should be enclosed with the postal ballot form.
3. Postal ballot forms should reach chairman of the meeting till 5.00 p.m. October 26, 2023. Any postal ballot received after this date, will not be considered for voting.
4. Signature on postal ballot should match with signature on CNIC, NICOP/Passport (In case of foreigner).
5. Incomplete, unsigned, incorrect, defaced, torn, mutilated, over written ballot paper will be rejected.

