

SANA Industries Limited

33-D-2, Block-6, P.E.C.H.S., Shahrah-e-Faisal, Karachi-75400
Tel: 021-34322556-9, Fax: 021-32570833, E-mail: info@sana-industries.com

NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the 32nd Annual General Meeting of the Shareholders of the Company will, Insha-Allah be held on Friday, the 20th of October, 2017 at 4.00 P.M at the Company's Office, situated at 33-D-2, Block 6, P.E.C.H.S., Karachi to transact the following business:-

ORDINARY BUSINESS

- (1) To read and confirm the minutes of Extra Ordinary General Meeting held on 3rd March, 2017.
- (2) To receive and adopt the Audited accounts of the Company for the year ended 30th June, 2017, together with the Auditors' Report and Directors' Report thereon.
- (3) To appoint Auditors of the Company and fix their remuneration for the year ended 30th June, 2018. The present Auditors M/s. Muniff Ziauddin & Co., Chartered Accountants retire and being eligible, offer themselves for re-appointment.
- (4) To transact any other business with the permission of the Chair.

By Order of the Board



(Abdul Hussain Antaria)
CFO & Company Secretary

Karachi: 20th September, 2017

NOTES

1. The share transfer books of the Company shall remain closed from 13-Oct-2017 to 20-Oct-2017 (both days inclusive), and the final dividend will be paid to the Shareholders whose names will appear in the Register of Members on 12-Oct-2017.
2. A member entitled to attend and vote at the meeting may appoint a proxy in writing to attend the meeting and vote on the member's behalf. A proxy need not be a member of the Company.
3. Duly completed Forms of Proxy must be deposited with the Company Secretary at the office of the Company situated at 33-D-2, Block-6, P.E.C.H.S., Karachi (Phone No.34322556-59) not later than 48 hours before the time of meeting.
4. Shareholders (Non CDC) are requested to promptly notify the Company's Registrar of any change in their addresses and submit, if applicable to them, the Non-deduction of Zakat Form CZ-50 with the Registrar of the Company M/s. Central Depository Company of Pakistan Limited, Share Registrar Department, CDC House, 99-B, Block B, SMCHS, Karachi. All the Shareholders holding their shares through the CDC are requested to please update their addresses and Zakat with their Participants. This will assist in prompt receipt of Dividend.
5. Members who have not yet submitted photocopy of their Computerized National Identity Card to the Company are requested to send the same at the earliest.
6. CDC account holders will further have to follow the guidelines as laid down in Circular 1 dated 28th January, 2000, issued by the Securities and Exchange Commission of Pakistan.