



Sui Southern Gas Company Limited

The Commissioner
Securities & Exchange
Commission of Pakistan
7-NIC Building, Jinnah Avenue
Blue Area
Islamabad

TCS

BS/AGM/16
25 March 2016

Dear Sir,

NOTICE OF MEETING –
60th ANNUAL GENERAL MEETING –
SUI SOUTHERN GAS COMPANY LIMITED

Please find enclosed herewith 05 copies of Notice of Meeting of Sui Southern Gas Company Limited. The Annual General Meeting of the Company will be held on 16 April 2016 at 4:30 pm at Pearl Continental Hotel, Karachi.

The book closure for the purpose of holding Annual General Meeting will be from 8 April 2016 to 16 April 2016 (both days inclusive).

Thanking you.

Yours Sincerely,


Shoab Ahmed
Company Secretary

Encl: a.a.

cc: The Secretary
Pakistan Stock Exchange
Limited. Karachi

cc: Head of Operations
Central Depository Company of
Pakistan, CDC House
99-B, S.M.C.H.S
Shahrah e Faisal, Karachi

✓
cc: The Registrar
Joint Stock Companies
Securities & Exchange
Commission of Pakistan
State Life Bldg. No. 2
Wallace Road, Karachi

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NOTICE OF 60th ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN that the 60th Annual General Meeting of Sui Southern Gas Company Limited (the "Company") will be held at Pearl Continental Hotel, Karachi on Saturday April 18, 2016 at 04:30 pm for the purpose of transacting the following business:

ORDINARY BUSINESS

- 1 To receive, consider and adopt the Audited Financial Statements of the Company for the year ended June 30, 2014 together with the Directors' and Auditor's Reports thereon.
- 2 To confirm the post facto appointment of M/s. Deloitte Yousuf Adil, Chartered Accountants (erstwhile M. Yousuf Adil Saleem and Co., Chartered Accountants) as auditors of the Company for the year ended June 30, 2015 and fix their remuneration.
- 3 To transact any other ordinary business of the Company with the permission of the Chairman.

The Share Transfer Books of the Company will remain closed from April 09, 2016 to April 16, 2016 (both days inclusive) when no transfer of shares will be accepted for registration.

By Order of the Board
Shoaib Ahmed
Company Secretary

Karachi: March 22, 2016

NOTES:

1. Participation in Annual General Meeting:

- i) All members, entitled to attend and vote at the general meeting, are entitled to appoint another member in writing as their proxy to attend and vote on their behalf. A corporate entity, being a member, may appoint any person, regardless whether they are a member or not, as proxy. In case of corporate entities, a resolution of the Board of Directors / Power of Attorney with specimen signature of the person nominated to represent and vote on behalf of the corporate entity shall be submitted to the Company along with complete proxy form. The proxy holders are required to produce their original CNIC or original Passport at the time of the meeting.
- ii) The proxy must be signed in order to be effective should be deposited at the Shares Registrar of the Company but not later than 48 hours before the time of holding the meeting.

Further Guidelines for CDC Account Holders:

CDC Account Holders will further have to follow the under mentioned guidelines as laid down in Circular # 1 dated January 26, 2000 issued by the Securities and Exchange Commission of Pakistan.

A For attending the meeting:

- i) In case of individuals, the account holder or sub-account holder and / or the person whose securities are in group account and their registration details are uploaded as per the Regulations, shall authenticate his/her identity by showing his / her original Computerized National Identity Card (CNIC) or original passport at the time of attending the meeting.
- ii) In case of corporate entities, 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 or sub-account holder and/or the person whose securities are in group account and their registration details are uploaded as per the Regulations, shall submit the proxy form as per the requirements mentioned below.
- 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 / her original CNIC or original passport at the time of the Meeting.
- v) In case of a 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.

2. Submission of Copy of CNIC / NTN Certificate (Mandatory):

Valid copy of CNIC / NTN has to be provided to our Shares Registrar, in case of physical shareholders and in case of CDC account to its Participant / Investor Account Services.

3. Payment of Dividend Electronically (Optional):

Shareholders have been given an opportunity to authorize the Company to make payment of cash dividend through direct credit to shareholders bank account. To opt for the dividend mandate option, the Dividend Mandate Form is available at Company's website i.e. www.ssgc.com.pk.

4. Electronic Transmission of Annual Audited Financial Statements and Annual General Meeting Notice through e-mail (Optional):

Shareholders who desire to receive the Company's Annual Audited Financial Statements and Annual General Meeting Notices through e-mail are requested to fill the requisite form available on Company's website i.e. www.ssgc.com.pk.

5. Change in Address:

Shareholders shall notify any change in address, immediately quoting their folio number(s) to our Shares Registrar.

6. Copies of the Minutes:

Copies of the minutes of the Extra Ordinary General Meeting held on January 24, 2014 will be available to the Members on request, free of cost.

REGISTERED OFFICE:

SSGC House
Sir Shah Muhammad Suleman Road, Gulshan-e-Iqbal,
Block -14, Karachi - 75300, Pakistan.



Sui Southern Gas
Company Limited

SHARES REGISTRAR:

Central Depository Company of Pakistan
CDC House, 99-B, Block B, SMCHS,
Main Sharah-e-Faisal, Karachi, Pakistan.