



12 October, 2021

The General Manager
Pakistan Stock Exchange
Stock Exchange Building
Karachi

Subject: Approval of date and time for holding the Annual General Meeting on 28 October 2021

Dear Sir,

This has reference to the captioned subject:

We intend to hold the Annual General Meeting (AGM) of our shareholders on Thursday 28 October, 2021 at 1100 hours at the Company's registered office at 75 East Blue Area Fazal ul Haq Road, Islamabad, in order to review the Annual Accounts for the year ended 30 June 2021. The intended notice is attached for your information.

You are requested to accord your approval to the date and time of the meeting.

Regards,

A handwritten signature in blue ink, appearing to read "Waseem Ahmad".

Waseem Ahmad
Company Secretary



Enclosure: Notice of Annual General Meeting

Notice of Annual General Meeting

Notice is hereby given that the 28th Annual General Meeting of the shareholders of the Company will be held on 28 October 2021 at 1100 hours, at 3rd Floor, 75 East Blue Area, Fazal ul Haq Road, Islamabad to transact the following business.

Ordinary Business

1. To confirm the minutes of the Extra Ordinary General Meeting held on 29 June 2021.
2. To receive, consider and adopt Annual Audited Financial Statement of the Company together with the Directors and the Auditors' report thereon for the year ended 30 June 2021, together with the Audited Consolidated Financial Statements of the Company and the Auditors' report thereon for the year ended 30 June 2021.
3. To appoint external auditors of the Company for the year ended 30 June 2022 and fix their remuneration present Auditors M/s Parker Russell -A.J.S., Chartered Accountants are retiring and being eligible offer themselves for reappointment.
4. To transact any other business with the permission of the Chair.

By order of the Board

Waseem Ahmad
Company Secretary

Notes

12 October, 2021

1. The Members Register will remain closed from the 22 October 2021 to 28 October 2021 (both days inclusive). Transfer received in order by Shares Registrar, Jwaffs Registrar Services (Pvt.) Limited, 407-408, 4th Floor, Al Ameera Centre, Shahrah-e-Iraq, Saddar Karachi by the close of business on 21 October 2021 will be considered in time for attending the meeting.
2. A member of the Company entitled to attend and vote at the meeting may appoint a proxy to attend and vote instead of him/her. Proxies in-order must be received, during business hours, at the Registered Office of the Company not less than 48 hours before the time of the Meeting.
3. Shareholders whose shares are deposited with Central Depository Company (CDC) are requested to bring their Computerized National Identity Cards (CNIC) along with their CDC Account Number for verification. In case of corporate entity, the Board of Directors resolution/power of attorney with specimen signatures of the nominee shall be produced (unless it has been provided earlier) at the time of the meeting.
4. For attending the meeting and appointing proxies CDC account holder will further have to follow the guidelines as laid down in Circular 01 dated 26 January 2000 issued by the SECP.
5. Shareholders are requested to notify the Registrar as aforesaid of any change in their address.
6. Members who are holding share in physical folios are requested to submit a copy of their CNIC at the office of our Registrar.