

## NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the Annual General Meeting of Thatta Cement Company Limited will be held on Thursday, October 27, 2022 at 11:00 a.m. through video link facility via Zoom managed from the Company's head office at Karachi, to transact the following business.

### A. Ordinary Business

1. To confirm the minutes of Annual General Meeting of the shareholders held on October 15, 2021.
2. To receive, consider and adopt the audited financial statements for the year ended June 30, 2022 together with the Directors' and the Auditors' reports thereon.
3. To appoint external auditors of the Company for the year ending on June 30, 2023 and fix their remuneration. The present auditors, M/s BDO Ebrahim & Co. Chartered Accountants, retire and being eligible, offer themselves for re-appointment.

### B. Special Business

4. Investment (Loan/advance) under section 199 of the Companies Act, 2017

To consider and, if deem fit, to pass with or without any amendment/ modification following resolutions as special resolutions:

**RESOLVED** that the time period for providing advance/loan facility to Thatta Power(Private) Limited, the Subsidiary Company, to the extent of total amount of Rs 300 million as approved/renewed by the shareholders in the Annual General Meeting held on October 15, 2021, be and is hereby extended further for a period of one year till the holding of next Annual General Meeting to be held on or before October 27, 2023, to meet the requirements of Regulation 5(7) of Companies (Investment in Associated Companies or Associated Undertakings) Regulations, 2017 dated December 6, 2017.

**FURTHER RESOLVED** that the Chief Executive and the Company Secretary be and are hereby jointly authorized to take and do and/or cause to be taken or done any / all necessary actions, deeds and things which are or may be necessary for giving effect to the aforesaid resolution and to do all acts, matters, deeds, and things which are necessary, incidental and/or consequential to the investment (loans and advances) of the Company's funds as above as and when required at the time of investment.

The statement as required under section 134(3) of the Companies Act, 2017 is being sent to the members with the notice.

5. To transact any other business with the permission of the Chair.

By Order of the Board

Karachi : October 06, 2022

Muhammad Abid Khan  
Company Secretary

## Notes:

### 1. Participation of Shareholders through Online Facility

In pursuance of SECP's Circular No. 05 dated March 17, 2020, Circular No. 10 dated April 01, 2020, Circular No. 33 dated November 05, 2020, Circular No. 04 of 2021 dated February 15, 2021 and Circular No. 06 of 2021 dated March 03, 2021 respectively pertaining to Regulatory Relief to dilute the impact of Corona Virus (COVID 19) on Corporate Sector, Companies have been advised to modify their usual planning for annual general meetings for the well-being of the shareholders and avoid large gatherings by the provision of video link facilities.

In the light of SECP's directives, the Company intends to convene its AGM virtually via video link facility managed from the Registered Office of the Company, situated at C-1, KDA Scheme 1, Karsaz. The decision of convening AGM electronically has been taken in light of limited space at the Company's head office to accommodate the large number of shareholders and for ensuring the safety and well-being of the shareholders of the Company. Therefore, the Company has made adequate arrangements for the members to participate seamlessly via video link.

In order to participate in the AGM proceedings via video link, shareholders are required to send their Name, Folio Number, Cell No. and number of shares held in their name with subject "Registration for Thatta Cement Company Limited AGM" along with a valid copy of CNIC (both sides) at [corporate.affairs@thattacement.com](mailto:corporate.affairs@thattacement.com). Video link and login credentials will be shared with only those shareholders whose emails, containing all the required particulars, are received by close of office on October 23, 2022.

Shareholders can also send their comments / suggestions on [corporate.affairs@thattacement.com](mailto:corporate.affairs@thattacement.com) for the agenda items proposed to be conducted at the AGM in the same manner as it is being discussed in the AGM, and later shall be made part of the minutes of the meeting.

The purpose of the aforementioned arrangements is to ensure maximum participation of the shareholders in the AGM through an online facility. Shareholders are also requested to consolidate their attendance through proxies so that the quorum requirement may also be fulfilled.

### 2. Closure of Share Transfer Books

The Share Transfer Books of the Company shall remain closed from October 20, 2022 to October 27, 2022 (both days inclusive). Transfers received in order at our Share Registrar/Transfer Agent M/s THK Associates (Private) Limited, Plot No. 32-C, Jami Commercial Street 2, D.H.A Phase VII, Karachi, 75500 at the close of business on October 18, 2022 shall be treated in time for the purpose of Annual General Meeting and payment of cash dividend, if approved by shareholders.

### 3. Participation in General Meeting

A member of the Company entitled to attend and vote at the meeting may appoint another member as his/her proxy to attend and vote on his/her behalf. The instrument appointing proxy must be received at the registered office of the Company duly stamped and signed not later than 48 hours before the time for holding the meeting. A member cannot appoint more than one proxy. Copy of the member's Computerized National Identity Card (CNIC) must be attached with the form. For any other relevant aspects, contents of section 137 of Companies Act, 2017 will apply.

CDC Account Holders will further have to follow the undermentioned guidelines, as laid down in Circular No. 1 of 2000 of SECP dated January 26, 2000.

➤ **For Attending the Meeting**

- 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 verifying his / her original CNIC or passport details for the purpose of attending the meeting
- Members registered on Central Depository Company (CDC) are also requested to verify their particulars, ID Number and account number in Central Depository System (CDS).
- In case of corporate entity, the Board of Directors' Resolution/Power of Attorney with specimen signature shall be verified.

➤ **For appointing the proxies**

- 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 above requirement.
- Proxy form shall be witnessed by two persons whose names, addresses and CNIC Numbers shall be mentioned on the Form.
- Attested copies of CNIC or Passport of the beneficial owners and the proxy shall be furnished with the Proxy Form.
- The Proxy shall verify his/her original CNIC or original passport at the time of meeting.
- In case of corporate entity, the Board of Directors' Resolution/Power of Attorney with specimen signature shall be submitted along with Proxy Form to the Company.

**4. Deposit of physical shares into CDC Account**

As per Section 72 of the Companies Act, 2017, every existing listed 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 Commission.

The Shareholders having physical shareholding are encouraged to open CDC-account with any of the brokers or Investor Account Directly with CDC to place their physical shares into scrip form, this will facilitate them in many ways, including safe custody and sale of shares, any time they want, as the trading of physical shares is not permitted as per existing regulations of the Pakistan Stock Exchange.

**5. Transmission of annual audited financial statements through CD/DVD**

The Company has circulated annual financial statements to its members through CD at their registered address. Printed copy of above referred statements can be provided to members upon request. Request form is available on the website of the Company, i.e. [www.thattacement.com](http://www.thattacement.com).

6. Availability of audited financial statements on company's website

The audited financial statements of the Company for the year ended June 30, 2022 has been made available on the Company's Website [www.thattacement.com](http://www.thattacement.com) in addition to annual and quarterly financial statements of prior years.

7. Transmission of annual reports through e-mail

The SECP vide SRO 787(I)/2014 dated September 08, 2014 has been provided an option for shareholders to receive audited financial statements along with notice of annual general meeting electronically through email. Hence, members who are interested in receiving the annual reports and notice of annual general meeting electronically in future are requested to send their email addresses on the standard form placed on the Company's website [www.thattacement.com](http://www.thattacement.com) . The Company shall, however, additionally provide hard copies of the annual report to such members, on request, free of cost.

# STATEMENTS UNDER SECTION 134(3) OF THE COMPANIES ACT, 2017

Material facts concerning special business at the Annual General Meeting are given below:

## Investment (Loan/Advance) under section 199 of the Companies Act, 2017

In terms of Regulation 4(2) of Companies (Investment in Associated Companies or Associated Undertakings) Regulations, 2017 dated December 6, 2017, every listed company which has obtained approval of shareholders, under section 199 of the Companies Act, 2017 in Annual General Meeting of the Company, has to provide the status of decision taken by shareholders including any change in terms and conditions of that investment /loan/advance. The Company in its preceding Annual General Meeting held on October 15, 2021 had sought extension in time for providing loan/advance facility to its associated company/undertaking under section 199 of the Companies Act, 2017 for a period of one year till the holding of next Annual General Meeting. Therefore, approval for extension in time for a further period of one year is required to be obtained from shareholders in Annual General Meeting to be held on October 27, 2022. Accordingly, approval is hereby sought from shareholders, in terms of Regulation No. 5(7) of aforesaid Regulations, following information is given below:

Description	Information required
Name of Subsidiary Company	Thatta Power (Private) Limited
Total Investment approved	Rs 300 million
Amount of Investment made to date	Rs 95.80 million as at June 30, 2022 (Rs 70.00 million as on June 30, 2021)
Reasons for not having made complete investment so far where resolution required it to be implemented in specified time.	<p>Approval for loan/advance facility to the Subsidiary Company for an aggregate amount of Rs 300 million was initially obtained from the shareholders in the Annual General Meeting held on October 16, 2015 based on estimated requirements of funds by the Subsidiary Company. The said facility was renewed for a further period of one year in the last Annual General Meeting held on October 15, 2021.</p> <p>However, increasing trade debts of subsidiary company as of June 30, 2022 which mainly represents receivable from HESCO indicates that there is a delay in recovery of electricity bills issued to HESCO which may require financial support to the Subsidiary Company to honor its financial obligations and to meet its working capital requirements and in turn enable it to provide uninterrupted supply of electricity to its Holding Company for sustainable cement production.</p>

Description	Information required
	<p>Therefore, renewal of loan / advance facility for the Subsidiary Company is essential for its continued business operations on the terms and conditions renewed by the shareholders in their preceding Annual General Meeting and on the same terms and conditions as per the agreement between Thatta Cement Company Limited and Thatta Power (Private) Limited.</p> <p>Unless specifically authorized by members in general meeting, the special resolution authorizing investment in associated undertaking shall be valid for a period of twelve months and shall stand lapse after such period as provided in regulation no. 6 of the aforesaid Regulations.</p> <p>In view of aforesaid reasons, it is therefore proposed to extend the time for a further period of one year till the holding of next Annual General Meeting due to be held on or before October 27, 2023.</p>
<p>Material change in financial statements of associated company or undertaking since the resolution passed for making investment in said company or undertaking.</p>	<p>Receivable from HESCO increased to Rs.1,027 million as of June 30, 2022 (Rs. 947.68 million: June 30, 2021).</p>

This statement is annexed to the Notice of the Annual General Meeting of the Company to be held on October 27, 2022 at which a special business is to be transacted and the purpose of this statement is to set out all the material facts concerning such special business in terms of sections 134(3) and 199 of the Companies Act, 2017 read with Companies (Investment in Associated Companies or Associated Undertakings) Regulations, 2017 dated December 6, 2017. The directors have no additional interest except to the extent of their shareholding in the Company.

# FORM OF PROXY

The Secretary  
**Thatta Cement Company Ltd.**  
 C-1, KDA Scheme 1, Karsaz,  
 Karachi, Pakistan.

Please quote:  
 No. of shares held. \_\_\_\_\_  
 Folio No. \_\_\_\_\_

I / We \_\_\_\_\_  
 of \_\_\_\_\_  
 member (s) of Thatta Cement Company Limited, hereby appoint \_\_\_\_\_  
 \_\_\_\_\_ or failing him/her \_\_\_\_\_  
 \_\_\_\_\_ of \_\_\_\_\_

as proxy in my / our behalf at the Annual General Meeting of the Company to be held on Thursday, October 27, 2022 at 11:00 a.m. through video link facility via Zoom managed from the Company's head office at Karachi, and at any adjournment thereof.

As witness my hand this \_\_\_\_\_ day of \_\_\_\_\_ 2022  
 signed by \_\_\_\_\_  
 in the presence of \_\_\_\_\_

Signature

Rupee five  
 revenue  
 stamp

\_\_\_\_\_  
 Signature of witness

\_\_\_\_\_  
 Signature of witness

Important:

1. This Form of Proxy duly completed must be deposited at our Registered Office, not later than 48 hours before the time of holding the meeting.
2. A Proxy should also be a shareholder of the Company





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Karachi : October 06, 2022

By Order of the Board  
**Muhammad Abid Khan**  
Company Secretary

### Notes:

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- 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 above requirement.
- Proxy form shall be witnessed by two persons whose names, addresses and CNIC Numbers shall be mentioned on the Form.
- Attested copies of CNIC or Passport of the beneficial owners and the proxy shall be furnished with the Proxy Form.
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THATTA CEMENT

ٹھٹھہ سیمنٹ کمپنی لمیٹڈ

C-1، کے ڈی اے اسکیم-1، کارساز بکراچی۔

یو اے این: 111-842-882 (+92-21) فیکس: 75-34180774 (+92-21) ویب سائٹ: www.thattacement.com

## نوٹس برائے سالانہ اجلاس عام



بذریعہ بذائوش دیا جاتا ہے کہ ٹھٹھہ سیمنٹ کمپنی لمیٹڈ کا سالانہ اجلاس عام کئی کے ہیڈ آفس بمقام کراچی سے بذریعہ ویڈیو لنک (Zoom) مؤرخہ 27 اکتوبر 2022 صبح 11:00 بجے منعقد کیا جا رہا ہے جس میں درج ذیل امور زیر بحث لائے جائیں گے:

- الف۔ عمومی امور
- 1۔ حصص داران کے سالانہ اجلاس عام منعقدہ 15 اکتوبر 2021 کی کٹیوں کی توثیق کرنا۔
- 2۔ مالی سال اختتامیہ 30 جون 2022 سے متعلق کمپنی کی آڈٹ شدہ مالیاتی دستاویزات بمعہ ڈائریکٹرز رپورٹ اور ان سے متعلق غیر جانبدار آڈیٹرز کی رپورٹ کو موصول کرنا، انھیں زیر غور لانا اور انھیں قبول کرنا۔
- 3۔ مالی سال اختتامیہ 30 جون 2023 کیلئے کمپنی کے بیرونی آڈیٹرز کی تعیناتی کرنا اور ان کے مشاہرے کا تعین کرنا۔ موجودہ آڈیٹرز میسرز بی ڈی ادا براہیم اینڈ کمپنی، چارٹرڈ اکاؤنٹنٹس سالانہ اجلاس عام کے اختتام پر ریٹائر ہو رہے ہیں اور اپنی اہلیت کے بنیاد پر ایک مرتبہ پھر ان کی جانب سے اپنی خدمات پیش کی گئیں ہیں۔

- ب۔ امور خصوصی
- 4۔ سرمایہ کاری (قرض/ایڈوانس) زیر بحث سیکشن 199 بابت کمپنیز ایکٹ 2017 درج ذیل خصوصی قراردادوں کو زیر غور لانا اور اگر ضرورت ہو تو کسی ترمیم/تبدیلی کے ساتھ یا با ترمیم تبدیلی ان قراردادوں کو پاس کرنا۔
- قراردادیا جاتا ہے کہ کمپنی کی ذیلی کمپنی ٹھٹھہ پاور (پرائیویٹ) لمیٹڈ کو 300 ملین روپے کی حد تک منظوری/تبدیلہ کے جانے والے قرضوں جن کی منظوری سالانہ اجلاس عام منعقدہ 15 اکتوبر 2021 کو کمپنی کے حصص داران سے حاصل کر لی گئی تھی کی سہولت کو اب مزید ایک سال کیلئے اگلے سالانہ اجلاس عام 27 اکتوبر 2023 تک توسیع دی جاتی ہے تاکہ ریگولیشنز (7) 5(7) بابت کمپنیز (سرمایہ کاری برائے منسلک کمپنیاں ومنسلکہ ذمہ داریاں) ریگولیشنز 2017 مؤرخہ 6 دسمبر 2017 کے تحت زبرداریوں کو پورا کیا جاسکے۔
- مزید قراردادیا جاتا ہے کہ کمپنی کے چیف ایگزیکٹو، کمپنی سیکرٹری کو بذریعہ ڈائریکٹرز کو مجاز بنایا جاتا ہے کہ مزکورہ بالا قراردادوں کو عملی جامہ پہنانے کیلئے تمام ضروری اقدامات، افعال اور لوازمات کو پورا کریں یا کرنے کا باعث بنیں جو اس قرارداد کو عملی شکل دینے میں لازم ہیں اور ایسے اقدامات، معاملات اور معاہدات کے طرز میں جو کمپنی کی جانب سے مزکورہ بالا سرمایہ کاری (قرض اور ایڈوانس) کے سلسلے میں نتیجہ خیز ثابت ہوں اور یوں سرمایہ کاری ان کی ضرورت محسوس کی جائے۔
- کمپنیز ایکٹ 2017 کے سیکشن (3) 134 کے تحت ضوابط کی پاسداری کرتے ہوئے مطلوبہ بیان نوٹس ہڈا کے ساتھ ممبران کو بھیجا یا جا رہا ہے۔
- 5۔ اور کسی بھی امور کو حیران کن کی اجازت کے ساتھ زیر بحث لانا۔

## محمد عابد خان سیکرٹری

### نوٹس:

- 1۔ حصص داران کی جانب سے آن لائن شرکت کی سہولت ایس ای سی بی کے سرگرنمبر 05 مؤرخہ 17 مارچ 2020، سرگرنمبر 10 مؤرخہ 01 اپریل 2020، سرگرنمبر 33 مؤرخہ 05 نومبر 2020، سرگرنمبر 04 بابت 2021 مؤرخہ 14 فروری 2021 اور سرگرنمبر 06 بابت 2021 مؤرخہ 03 مارچ 2021 بابت ریگولیزری ریلیف، جن کے ذریعے کو روڈ وائٹس (کوڈ 19) کے اثرات سے کاروباری ماحول کو محفوظ رکھنا مقصود ہے، کی رو سے کمپنیوں کو یہ ہدایت کی گئی ہے کہ کمپنیاں اپنے سالانہ اجلاس عام کے انعقاد کے سلسلے میں معمول سے ہٹ کر منصوبہ بندی کریں تاکہ حصص داران کی صحت کی حفاظت ہو سکے اور بڑے پیمانے پر انسانی اجتماع کے بجائے ویڈیو لنک سہولیات فراہم کی جائیں۔
- ایس ای سی بی کی ہدایات کے مطابق کمپنی ان اجلاس بابت کارادہ رکھتی ہے کہ اپنے سالانہ اجلاس عام کا انعقاد بذریعہ ویڈیو لنک کرے جس کا بندوبست کمپنی کے رجسٹریڈ ہیڈ آفس بمقام C-1، کے ڈی اے اسکیم 1، کارساز سے کیا جائے گا۔ بذریعہ الیکٹرانک ذرائع سالانہ اجلاس عام منعقد کرنے کیلئے کارا رہا ہے کہ کمپنی کے ہیڈ آفس میں اتنی گھنٹیں نہیں ہے کہ ایک بڑے اجتماع کا اجتماع وہاں کیا جاسکے، علاوہ ازیں کمپنی کے حصص داران کی حفاظت و صلاح و بہبود عزیز ہے۔ لہذا کمپنی کی جانب سے بذریعہ ویڈیو لنک اس اجلاس کو منعقد کروایا جا رہا ہے تاکہ حصص داران کی سبھی اہلیت کی وقت کے بغیر اس اجلاس میں شرکت کر سکیں۔
- کمپنی کی جانب سے ممبران کو اجلاس شروع کرنے کے لئے کم از کم دو دن پہلے ویڈیو لنک کے مقام سے آگاہ کر دیا جائے گا اور انہیں اس سہولت تک رسائی فراہم کرنے کیلئے ضروری معلومات بھی فراہم کی جائیں گی۔
- سالانہ اجلاس عام میں بذریعہ ویڈیو لنک شرکت کرنے کیلئے، حصص داران سے گزارش ہے کہ اپنے نام، فوٹیو نمبر، موبائل فون نمبر اور اپنی ملکیت میں موجود حصص کی تعداد بمعنوان "Registration for Thatta Cement Company Limited AGM" کے ساتھ کارآمد نقل برائے کمپیوٹرائزڈ قومی شناختی کارڈ (دونوں اطراف) کمپنی کے ای میل corporate.affairs@thattacement.com پر ارسال کر دیتے ہیں۔ ویڈیو لنک اور لنک سے جڑنے کیلئے ضروری معلومات صرف انہی حصص داران کو فراہم کی جائیں گی جن کی جانب سے مزکورہ بالا معلومات دفتر بذریعہ مؤرخہ 23 اکتوبر 2022 تک موصول ہو جائیں گی۔
- حصص داران کی جانب سے شورے / آراء بھی ای میل corporate.affairs@thattacement.com پر ارسال کی جاسکتی ہیں جنہیں سالانہ اجلاس عام میں زیر بحث لائے کیلئے زیر غور لایا جاسکتا ہے، جنہیں بعد ازاں اجلاس کی کاروائی کا حصہ بنا دیا جائے گا۔

کمپنی کے سالانہ اجلاس عام کیلئے ممبران کو آن لائن بندوبست اس غرض سے کیا جا رہا ہے کہ حصص داران کی زیادہ سے زیادہ تعداد اس اجلاس میں شرکت کر سکے۔ حصص داران سے گزارش کی جاتی ہے کہ وہ اپنے پراکسیز کی ذریعے بھی اپنی شرکت کو ممکن بنائیں تاکہ مطلوبہ جو کم بھی پورا کیا جاسکے۔

## 2۔ حصص منتقلی کھاتوں کی بندش

کمپنی کے حصص منتقلی کے کھاتے 20 اکتوبر 2022 تا 27 اکتوبر 2022 (شمول ایام مزکورہ) بند رہیں گے۔ کاروبار کے آخری دن یعنی 18 اکتوبر 2022 کے ہمارے شیئر رجسٹرار ٹرانزیشن اینڈ سیکورٹیز ایسوسی ایشن (پرائیویٹ) لمیٹڈ، پلاٹ نمبر 32-C، جہاں کرشل اسٹریٹ 2، ڈی ایچ اے فیر VII، بکراچی 75500 کو موصول ہونے والی منتقلیوں کی ریکورڈ تصدیق کیا جائے گا۔ ایسے افراد سالانہ اجلاس عام میں شرکت اور حصص داران کی جانب سے منظور کئے جانے کی صورت میں نقد ڈیویڈنڈ وصول کرنے کے حقدار ہوں گے۔

## 3۔ اجلاس عام میں شرکت

کمپنی کا ایس ای سی بی ممبر جو اجلاس میں شرکت کرنے اور ووٹ ڈالنے کا حق رکھتا ہو اپنی جگہ کسی اور اجلاس میں شرکت اور حق رائے دہی کیلئے اپنا پراکسی مقرر کر سکتا ہے۔ پراکسی مقرر کرنے کیلئے لازم ہے کہ پراکسی کے کاغذات کا قاعدہ دستخط شدہ اور ممبر کے ساتھ اجلاس شروع ہونے سے کم از کم 48 گھنٹے قبل کمپنی کے رجسٹرار دفتر کو موصول ہو جائیں۔ کوئی بھی امریکہ سے زائد پراکسی مقرر کرنے کا مجاز نہیں ہے۔ ممبر کے کمپیوٹرائزڈ قومی شناختی کارڈ کی تصدیق نام کے ساتھ لازماً منسلک کی جائے۔ دیگر متعلقہ معاملات کا اطلاق کمپنیز ایکٹ 2017 کی سیکشن 137 کے تحت ہوگا۔

حالیہ ای سی ای سی ای کا ووٹ کیلئے لازم ہے کہ سرگرنمبر 1 بابت 2000 از ایس ای سی بی بحریہ 26 جنوری 2000 کے مطابق درج ذیل ہدایات پر عمل پجاری کریں۔

## بذریعہ اجلاس میں شرکت کیلئے

- بصورت افراد، حامل اکاؤنٹ یا ذیلی اکاؤنٹ کے حامل اور/یا ایسے افراد جن کے پاس سیکورٹیز ڈیپازٹریٹ کے اکاؤنٹ کی صورت میں ہوں اور ان کی رجسٹریشن کی تفصیلات قواعد کے مطابق اپ لوڈ کی جا چکی ہوں پراکسی ہوگا کہ اجلاس میں شرکت کے وقت اپنی شناخت ثابت کرنے کیلئے اپنا نقلی قومی شناختی کارڈ یا پاسپورٹ مہرا لے کر آئیں۔
- سینٹرل ڈیپازٹریٹ کمپنی (سی ڈی سی) میں رجسٹرڈ شدہ ممبران سے بھی درخواست ہے کہ اپنے کو آف مہرا لے کر آئیں، آئی ڈی نمبر اور سینٹرل ڈیپازٹریٹ (سی ڈی ایس) میں اپنا اکاؤنٹ نمبر۔
- بصورت کاروباری ادارہ، بورڈ آف ڈائریکٹرز کی قرارداد یا پارٹ آف انارٹی بمعہ نمونہ دستخط بھی پراکسی فارم کے ساتھ کمپنی میں جمع کروانے چاہئیں گے۔

## بذریعہ پراکسی کی تعیناتی کیلئے

- بصورت افراد، حامل اکاؤنٹ یا ذیلی اکاؤنٹ کے حامل اور/یا ایسے افراد جن کے پاس سیکورٹیز ڈیپازٹریٹ کے اکاؤنٹ کی صورت میں ہوں اور ان کی رجسٹریشن کی تفصیلات قواعد کے مطابق اپ لوڈ کی جا چکی ہوں پراکسی ہوگا کہ مزکورہ بالا قواعد کے تحت اپنے پراکسی فارم جمع کروائیں۔
- پراکسی فارم پر دو افراد بطور گواہ دستخط کریں گے اور فارم پر گواہوں کے دستخط کے ساتھ ساتھ ان کے نام، پتے اور قومی شناختی کارڈ کے نمبر کا درج ہونا لازم ہے۔
- پراکسی فارم کے ساتھ مستفید مالک اور پراکسی کے قومی شناختی کارڈ یا پاسپورٹ کی تصدیق منسلک کرنا بھی لازم ہے۔
- پراکسی کیلئے لازم ہے کہ اجلاس میں شرکت سے قبل اپنے شناختی کارڈ یا پاسپورٹ کی تصدیق کروائے۔
- بصورت کاروباری ادارہ، بورڈ آف ڈائریکٹرز کی قرارداد یا پارٹ آف انارٹی بمعہ نمونہ دستخط بھی پراکسی فارم کے ساتھ کمپنی میں جمع کروانے چاہئیں گے۔

## 4۔ فزیکل/کانڈی حصص کی سی ڈی ای سی اکاؤنٹ میں جوگائی

کمپنیز ایکٹ 2017 کے سیکشن 72 کے تحت ہر موجودہ سہولت کمپنی پراکسی سے کہ کانڈی صورت میں موجود حصص کو مجوزہ طریقے کے تحت اور کمپن کی جانب سے دی جانے والی تاریخ سے قبل انٹری فارم میں تبدیلی کروائیں۔ ایسے حصص داران جو کہ اب تک کانڈی صورت میں حصص کے حامل ہیں سے درخواست کی جاتی ہے کہ کسی بھی ریکورڈ کے پاس اپنا سی ڈی ای سی اکاؤنٹ کھولیں یا سی ڈی ای سی کے پاس براہ راست اپنا نوٹسز اکاؤنٹ کھولیں تاکہ اسکے کانڈی حصص کو اس کے صحیح طور پر منتقل کیا جاسکے۔ ایسا کرنے سے انہیں کئی سہولیات میسر آسکتی ہیں جیسا کہ حصص کا محفوظ تحویل میں ہونا خرید و فروخت کا محفوظ ہونا اور جب چاہیں خرید و فروخت ہونا وغیرہ اور پاکستان انسٹاک ایکسچینج کے مرجع قواعد کے مطابق کانڈی صورت میں حصص کی خرید و فروخت ممنوع قرار دے دی گئی ہے۔

## 5۔ آڈٹ شدہ سالانہ مالیاتی دستاویزات کی ترسیل بذریعہ سی ڈی ای سی ڈی وی

کمپنی کی جانب سے تمام ممبران کو سالانہ مالیاتی دستاویزات بصورت سی ڈی ای سی کے رجسٹریڈ ممبران کو ارسال کی جا چکی ہیں۔ مزکورہ دستاویزات کی پرنٹ شدہ نقول درخواست موصول ہونے پر ارسال کی جاسکتی ہیں۔ درخواست فارم کمپنی کی ویب سائٹ www.thattacement.com پر موجود ہیں۔

## 6۔ آڈٹ شدہ سالانہ مالیاتی دستاویزات کی کئی ویب سائٹ پر دستیابی

کمپنی کی سالانہ مالیاتی دستاویزات اختتامیہ 30 جون 2022 کمپنی کی ویب سائٹ www.thattacement.com پر موجود ہیں اور ان کے علاوہ گزشتہ سالوں کی سہ ماہی رپورٹس بھی ویب سائٹ پر دستیاب ہیں۔

## 7۔ سالانہ مالیاتی دستاویزات کی ترسیل بذریعہ ای میل

ایس ای سی بی کے ایس آر او 2014 (1) 787/8 مؤرخہ 8 ستمبر 2014 کے مطابق تمام ممبران کو یہ اختیار دیا گیا ہے کہ وہ کمپنی کی آڈٹ شدہ مالیاتی دستاویزات بمعہ نوٹس برائے سالانہ اجلاس عام بذریعہ ای میل بھی حاصل کر سکتے ہیں۔ لہذا ایسے تمام ممبران جو کہ کمپنی کی آڈٹ شدہ مالیاتی دستاویزات بمعہ نوٹس برائے سالانہ اجلاس عام بذریعہ ای میل حاصل کرنے کے خواہشمند ہیں سے درخواست کی جاتی ہے کہ کمپنی کی ویب سائٹ www.thattacement.com پر موجود شیئر ڈیپازٹ فارم پر کر کے جمع کروائیں۔ تاکہ ایسے ممبران درخواست کے سالانہ رپورٹ کی مزید بارڈر کیا جاسکتی ہیں۔