

## POWER CEMENT LIMITED

October 05, 2020

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

Dear Sir,

**Subject: Notice of 29<sup>th</sup> Annual General Meeting of Power Cement Limited**

Enclosed please find a copy of the Notice of 29<sup>th</sup> Annual General Meeting of the Shareholders of Power Cement Limited to be held via video-link on Tuesday, October 27, 2020 at 01:00 p.m. for circulation amongst the TRE Certificate holders of the Exchange.

Yours Sincerely,

**Tahir Iqbal**  
Chief Financial Officer &  
Company Secretary

Cc: The Director  
Surveillance, Supervision & Enforcement Department  
63, Jinnah Avenue, N.I.C. Building  
Blue Area, Islamabad

## Notice of the 29<sup>th</sup> Annual General Meeting

Notice is hereby given that the 29<sup>th</sup> Annual General Meeting (AGM) of the shareholders of Power Cement Limited (the Company) will be held on October 27, 2020 via video-link at 01:00 p.m. to transact the following business:

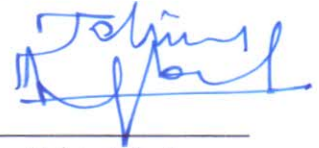
### Ordinary Business:

1. To confirm the minutes of the Extraordinary General Meeting of the Shareholders of the Company held on June 20, 2020.
2. To receive, consider and adopt the annual audited financial statements of the Company for the year ended 30 June 2020, together with the Directors' and Auditors' reports thereon.
3. To appoint the auditors for the financial year 2020-21 and to fix their remuneration

### Any Other Business:

4. To transact any other business as may be placed before the meeting with the permission of the Chair.

By Order of the Board



Tahir Iqbal  
Company Secretary

Karachi: October 06, 2020

### **Notes:**

#### **1. Closure of Share Transfer Books:**

The Share Transfer Books of the Company will remain closed from October 22, 2020 to October 27, 2020 (both days inclusive). Transfers received in order at our Share Registrar, M/s. CDC Share Registrar Services Limited, CDC House, 99-B, Block-B, S.M.C.H.S, Main Shahrah-e-Faisal, Karachi, by the close of business on October 21, 2020 will be considered in time for the determination of any entitlement, as recommended by the Board of Directors and attending the meeting.

## 2. Participation in the AGM Proceeding via the Video Conference Facility

In light of the COVID-19 situation, the Securities and Exchange Commission of Pakistan ("SECP"), in terms of its Circular No. 5 dated March 17, 2020 and Circular No. 25 dated August 31, 2020, has advised companies to modify their usual planning for general meetings for the safety and well-being of the shareholders and the public at large with minimum physical interaction. Accordingly, the AGM proceedings will be held via video-link facility only.

The Members/Proxies interested to participate in the AGM are requested to share below information at Email id: corporate@powercement.com.pk with subject "Registration – 29<sup>th</sup> AGM of Power Cement Limited' along with valid copy of CNIC (both sides) –

| Shareholder Name | Folio/ Number | CDC | CNIC Number | Cell Number. | Registered Email Address |
|------------------|---------------|-----|-------------|--------------|--------------------------|
|                  |               |     |             |              |                          |

Video-link and login credentials will be shared with the Members/Proxies whose email containing all the above particulars are received at the given email address on or before October 25, 2020.

The Members can also provide their comments and questions for the agenda items of the AGM on Whatsapp Number: **03332173286** and email id: corporate@powercement.com.pk

## 3. Appointment of Proxies and Attending AGM:

- i. A member entitled to attend and vote at the meeting may appoint another member as his/her proxy who shall have such rights as respects attending, speaking and voting at the meeting as are available to a member.
- ii. A blank instrument of proxy (in English and Urdu) is attached in the Annual Report. The form of proxy is also available at the Company's website.
- iii. In order to be effective, the proxy forms must be received at office of our registrar (either hard copy or scanned) not later than 48 hours before the meeting, duly signed and stamped and witnessed by two persons with their names, address, CNIC numbers and signatures.
- iv. The instrument of proxy should be duly signed, stamped and witnessed by two persons with their names, addresses, CNIC numbers and signatures.
- v. Central Depository Company (CDC) account holders are also required to follow the guidelines as laid down in Circular No.1 dated 26 January 2000 issued by the Securities and Exchange Commission of Pakistan (SECP).
- vi. In the case of proxy by a corporate entity, Board of Directors' resolution/power of attorney and attested copy of the CNIC or passport of the proxy shall be submitted along with proxy form (either hard copy or scanned).

**4. Change in Members Addresses:**

Members are requested to notify any change in their addresses immediately to the Share Registrar M/s. CDC Share Registrar Services Limited.

**5. Submission of copy of CNIC/NTN (mandatory)**

Individual members who have not yet submitted photocopy of their valid CNIC to the Company/Share Registrar, are once again requested to send their CNIC (copy) at the earliest directly to the Company's Share Registrar, M/s. CDC Share Registrar Services Limited, CDC House, 99-B, Block-B, S.M.C.H.S, Main Shahrah-e-Faisal, Karachi. Corporate Entities are requested to provide their National Tax Number (NTN). Please also give Folio Number with the copy of CNIC/NTN details

**6. Availability of Financial Statements and Reports on the Website:**

In accordance with the provisions of Section 223(7) of the Companies Act, 2017, the audited financial statements of the Company for the year ended June 30, 2020, are available on the Company's website

**7. Circulation of Annual Financial Statements for the year ended June 30, 2020 through CD/DVD/USB:**

Pursuant to the approval of shareholders in the 25<sup>th</sup> Annual General Meeting held on 15 October 2016, the annual report of the Company for the year ended June 30, 2020 is being circulated to the members through CDs.

**8. Transmission of Annual Financial Statements and Notice of Meeting through email:**

In pursuance to S.R.O.787(I)/2014 dated September 08, 2014, the SECP has permitted companies to circulate annual audited financial statements along with notice of Annual General Meeting to its members through email. Accordingly, members who desire to receive annual financial statements and notices of the Company through email in future (instead of receiving them through CD/DVD/USB) are requested to submit their consent on the form duly filled to the Share Registrar of the Company. The consent form has been uploaded on the Company's website. Any change to such arrangement(s) should be communicated to the Company on standard request form.

**9. Deposit of Physical Shares in to CDC Account:**

As per Section 72 of the Companies Act, 2017, every 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, within a period not exceeding four years from the commencement of this Act, i.e., May 30, 2017. The Shareholders having physical shareholding are encouraged to open CDC sub - account with any of the brokers or Investor Account directly with CDC to place their physical shares into scrip less form, this will enable 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.