

October 06, 2021

Power Cement Limited

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

Dear Sir,

Subject: Notice of 30th Annual General Meeting

Enclosed please find a copy of the Notice of 30th Annual General Meeting of the Shareholders of Power Cement Limited to be held on Thursday, October 28, 2021 via video-link at 04:30 p.m. for circulation amongst the TRE Certificate Holders of the Exchange.

Yours Sincerely,



Tahir Iqbal
Company Secretary

Cc: The Director, Corporate Supervision Department
Securities and Exchange Commission of Pakistan,
63, Jinnah Avenue, N.I.C. Building
Blue Area, Islamabad

POWER CEMENT LIMITED
NOTICE OF THE 30TH ANNUAL GENERAL MEETING

Notice is hereby given that the 30th Annual General Meeting of the Shareholders of Power Cement Limited ("the Company") will be held on **Thursday, October 28, 2021 via video-link at 04:30 p.m.** to transact the following business:

Ordinary Business:

- 1) To receive, consider and adopt the audited financial statements for the year ended June 30, 2021 together with the Board of Directors' and Independent Auditors' reports thereon.
- 2) To appoint Auditors and fix their remuneration for the year ending June 30, 2022. The present Auditors, M/s. A. F. Ferguson & Co., Chartered Accountants, retire and being eligible, offer themselves for re-appointment.

Any Other Business:

- 3) To consider any other business with the permission of the Chair

By Order of the Board



Tahir Iqbal
Company Secretary

Karachi: October 7, 2021

Notes:

1. Closure of Share Transfer Books:

The Share transfer books of the Company shall remain closed from October 22, 2021 to October 28, 2021 (both days inclusive). Transfers received in order at the office of 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 up to the close of business on October 21, 2021 shall be treated in time for the purpose of Annual General Meeting.

2. Participation in the AGM proceeding via the video conferencing facility:

Due to current COVID situation and for the well-being of the stakeholders, the AGM proceedings shall be held via video conferencing facility only in pursuance to Circular 4 of 2021 read with Circular 06 of 2021 notified by Securities & Exchange Commission of Pakistan dated February 19, 2021 and March 03, 2021 respectively. Shareholders interested to participate in the meeting are requested to email following information with subject "Registration for Power Cement Limited

-AGM” along with valid copy of both sides of Computerized National Identity Card (CNIC) at corporate@powercement.com.pk. Video link and login credentials will be shared with only those members whose emails, containing all the required particulars, are received at least 48 hours before the time of AGM.

| Names of Shareholder | CNIC / NTN | Folio No. / CDC A/C No. | Cell No. | Email address |
|----------------------|---------------|----------------------------|----------|---------------|
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Members can also share their comments / suggestions on the agenda of AGM by email at 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. Circulation of Audited Financial Statements through E-Mail:

The shareholders in their 25th Annual General Meeting on October 15, 2016 have already granted approval to transmit annual reports in the form of soft copies in CD/DVD/USB/email instead of transmitting the annual audited accounts in printed copy pursuant to SRO 787(1)/2014 dated September 08, 2014 and SRO 470(1)/2016 dated May 31, 2016.

Therefore, the Company has circulated the annual reports to the shareholders through email at their registered emails as also allowed under Section 223(6) of the Companies Act. However, the shareholders who wish to receive the hardcopy of the financial statements are requested to send a request using the "Standard Request Form" (also available on the Company's website <http://www.powercement.com.pk>) at the Company address.

6. Submission 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.

7. Availability of Financial Statements and Reports on 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, 2021, are available on the Company's website: <https://www.powercement.com.pk/investor-relations/financial-reports/>.

8. Conversion of Physical Shares into the Book Entry Form:

As per Section 72(2) of the Companies Act, 2017, every existing 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 SECP, within a period not exceeding four (4) years from the commencement of the Act, i.e., May 30, 2017. Those Shareholders having physical shareholding are encouraged to open a CDC Sub - Account with any Broker or Investor Account directly with CDC to place their physical shares into scrip less 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 Limited.