



## NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the 31st Annual General Meeting of the shareholders of **SAKRAND SUGAR MILLS LIMITED** will be held on Tuesday, January 28, 2020 at 09:30 a.m. in Beach Luxury Hotel, Moulvi Tamizuddin Khan Road, Karachi to transact the following business:

### ORDINARY BUSINESS:

1. To confirm the minutes of the Annual General Meeting held on April 19, 2019.
2. To receive, consider and adopt the Audited Financial Statements of the Company for the year ended September 30, 2019 together with the Directors' report and the Auditors' report thereon.
3. To appoint auditors for the year ending September 30, 2020 and fix their remuneration. The present Auditors M/s UHY Hassan Naem & Co. Chartered Accountants, retire and being eligible, have offered themselves for re-appointment.
4. Any other matter by the permission of the chair.

By order of the Board  
**Farhan Ulhassan**  
Company Secretary

Karachi

Dated: January 8, 2020

### NOTES:

1. The Shares Transfer Book of the Company will remain closed from January 21, 2020 to January 28, 2020 (both day inclusive).
2. The instrument appointing a proxy and the power of attorney or other authority under which it is signed or a notarial attested copy of the power of attorney must be deposited at the Registered Office of the Company at least 48 hours before the time of the meeting.
3. Members who have deposited their shares into Central Depository Company of Pakistan Limited (CDC) will further have to follow the under mentioned guidelines as laid down by the Securities and Exchange Commission of Pakistan (SECP).



#### **A. For Attending the Meeting**

- i. In case of Individuals, the account holder and/or sub-account holder and their registration details are uploaded as per the CDC Regulations, shall authenticate his/her identity by showing his/her original CNIC or, original Passport at the time of attending the Meeting.
- ii. In case of corporate entity, the Board's 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 and/or sub-account holder and their registration details are uploaded as per the CDC Regulations, shall submit the proxy form as per above requirements.
- 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 the CNIC or the passport of beneficial owners and the proxy shall be furnished with the proxy form.
- iv. The proxy shall produce his original CNIC or original passport at the time of the Meeting.
- v. In case of corporate entity, the Board's resolution/ power of attorney with specimen signature shall be furnished (unless it has been provided earlier) along with proxy form to the Company.

#### **4. Notice to Shareholders who have not provided CNIC:**

In terms of the directive of the Securities and Exchange Commission of Pakistan (SECP) the Computerized National Identity Card Numbers (CNIC) of the registered shareholders or the authorized person, except in the case of minor(s) and corporate shareholders, are required to be mentioned in the annual return filed by the Company with the SECP. Therefore, the shareholders who have not yet provided copies of their CNIC's are advised to provide at earliest the attested copies of their CNIC's (if not already provided) directly to our Independent Share Registrar, M/s JWAFS Registrar Services (Pvt.) Ltd., 407-408, Al Ameera Centre, Shahrah-e-Iraq, Saddar, Karachi.

#### **5. Unclaimed/Unpaid Dividend and Share Certificates:**

Shareholders who could not collect their dividend / physical shares are advised to contact Share Registrar to enquire and collect their unclaimed dividend/shares, if any. In compliance with Section 244 of the Companies Act, 2017, after having completed the stipulated procedure, all such unclaimed dividend and shares for a period of 3 years or more from the date it is due and payable shall be deposited to the credit of Federal Government in case of unclaimed dividend, and in case of shares, shall be delivered to Securities and Exchange Commission of Pakistan (SECP).

6. Kindly quote your folio number in all correspondences with the Company.