



**PICIC Insurance Limited**

3rd Floor, Nadir House,  
I.I. Chundrigar Road  
Karachi.

Tel : 021-32410781

Fax : 021-32410782

AC/013/19  
April 8, 2019

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

Subject: **Notice of Annual General Meeting**

Dear Sir,

Enclosed please find a copy of the Notice of Annual General Meeting to be held on April 30, 2019 at 09:00 AM, for circulation amongst the TRE Certificate Holder of the Exchange.

Yours Sincerely

  
Syed Zaigham Raza  
Acting Company Secretary



## Notice of Annual General Meeting

Notice is hereby given that the Fifteenth (15<sup>th</sup>) Annual General Meeting of the Company will be held at 2<sup>nd</sup> Floor, Nadir House, I.I. Chundrigar Road, Karachi on Tuesday, April 30, 2019 at 09.00 AM to transact the following business:

### Ordinary Business

1. To confirm the Minutes of the Annual General Meeting held on April 28, 2018.
2. To receive, consider and adopt the Audited Financial Statements for the year ended December 31, 2018 together with the Chairman's review, Directors' Report and Auditors' Report thereon.
3. To appoint Auditors of the Company for the year ending December 31, 2019 and to fix their remuneration.

### Other Business

4. Any other matter with the permission of Chair.

Karachi: April 9, 2019

  
**Moiz Ali**  
 Managing Director / CEO



### Notes:

1. A member entitled to attend and vote at the General Meeting is entitled to appoint another member as a proxy to attend and vote in respect of him. Form of proxy must be deposited at the Company's Registered Office not later than 48 hours before the time appointed for the meeting.
2. CDC Account holders are advised to follow the following guidelines of the Securities and Exchange Commission of Pakistan.

#### 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 Regulations, shall authenticate his identity by showing his original Computerized National Identity Card (CNIC) or original passport at the time of attending the meeting.

(ii) In case of corporate entity, the Board of Directors' 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 Regulations, shall submit the proxy form as per the above requirement.
  - 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 CNIC or the passport of the 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 of Directors' resolution / power of attorney with specimen signature shall be submitted (unless it has been provided earlier) along with proxy form to the Company.
3. The Share Transfer Books of the Company will be closed from April 24, 2019 to April 30, 2019 (both days inclusive). Transfers received in order by our Share Registrar, F.D. Registrar Services (SMC-Pvt) Limited, 1705, 17<sup>th</sup> Floor, Saima Trade Tower – A; I.I. Chundrigar Road, Karachi, Pakistan at the close of business on April 23, 2019 will be considered in time to attend and vote at the meeting.
  4. Members are requested to notify / submit the following, in case of book entry securities in CDC to respective CDC participants and in case of physical shares, to the Company's Share Registrar, if not earlier provided / notified:-
    - a. Change in their addresses;
    - b. Valid and legible photocopies of Computerized National Identity card (CNIC) for Individuals and National Tax Number (NTN) both for individual & corporate entities; and
    - c. Consent to receive Annual Financial Statements through e-mail. The Securities & Exchange Commission of Pakistan through its Notification SRO 787(1)2014 of September 8, 2014 has allowed companies to circulate Audited Financial Statements along with Notice of Annual General Meeting to its members through e-mail.

Members who wish to avail this facility can give their consent to Company Secretary at email address: [info@picicinsurance.com](mailto:info@picicinsurance.com)

5. Audited Accounts of the Company for the year ended December 31, 2018 are available on the Company's website: [www.picicinsurance.com](http://www.picicinsurance.com).