



AL-Khair Gadoon Ltd.

Ref: Al-Khair/Shares/ 2-5/1833/2019

September 25, 2019

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

NOTICE OF MEETING

Enclosed please find herewith a copy of "NOTICE OF MEETING" to be held on October 25, 2019 for your information. We will release this notice in the following newspapers on October 02, 2019.

Nawa-e-Waqt In Urdu Lahore, Karachi & Islamabad.
Daily Business Recorder In English Lahore, Karachi & Islamabad.

Thanking you.

Yours faithfully,
For Al-Khair Gadoon Limited

Mohammed Amin

MOHAMMED AMIN SHEIKH
Company Secretary

HEAD OFFICE:

Al-Khair House, 43-T, Al-Khair Chowk, Al-Khair Road, Gulberg II, Lahore - 54660, Pakistan
Ph: (92-42) UAN 111-111-043 Fax: (92-42) 35716588-35753719 E-mail: alkhairgroup@hotmail.com

REGISTERED OFFICE:

92/3, Phase III, Industrial Estate, Gadoon Amazai, District SWABI, KPK, Tel: (0938) 70260 Fax: (0938) 70270

PESHAWAR OFFICE:

Room No. 103 Amin Mansion, G.T. Road, Peshawar - Pakistan Ph: (92 - 091) 252793 Fax: (92 - 091) 218891



AL-Khair Gadoon Ltd.

NOTICE OF MEETING

Notice is hereby given that the 29th Annual General Meeting of Al-Khair Gadoon Ltd., will be held on Friday the October 25, 2019 at 9:00 A.M. at the Registered Office of the Company at 92/3, Phase III, Industrial Estate, Gadoon Amazai, District Swabi, Khyber Pakhtunkhwa, to transact the following business:-

1. To confirm the minutes of the 28th Annual General Meeting held on October 26, 2018.
2. To receive, consider and adopt the Audited Accounts of the Company for the year ended June 30, 2019, together with the Directors' and Auditors' Reports thereon.
3. To elect the Directors in accordance with provisions of Section 159 of the Companies Act, 2017. The following are the retiring Directors and number of Directors for next term (3 Years) are fixed at 8.

| | |
|--------------------------------|--------------------------------|
| (i) Mr. Mohammed Afzal Sheikh | (ii) Mr. Mohammed Saeed Sheikh |
| (iii) Mr. Mohammed Amin Sheikh | (iv) Mr. Sheikh Pervaiz Afzal |
| (v) Mrs. Parveen Afzal | (vi) Mrs. Farnaz Saeed |
| (vii) Mrs. Nafisa Amin | (viii) Mr. Kamal Subhani |

4. To appoint Auditors of the Company and fix their remuneration.
5. To transact any other business with the permission of the Chairman.

BY ORDER OF THE BOARD

Mohammad Amin
(MOHAMMAD AMIN SHEIKH)
Company Secretary

Dated: October 02, 2019

NOTES:

1. Share Transfer Books of the Company will remain closed from October 18, 2019 to October 25, 2019 (both days inclusive). Transfers received in order upto the close of business on October 17, 2019 at the Corporate Office of the Company at Al-Khair House, 43-T, Gulberg II, Lahore will be entitled to voting rights at the Annual General Meeting.
2. 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. Votes may be given personally or by proxy or by Attorney or in case of a Corporation by representative. The instrument of proxy duly executed should be lodged at the Corporate Office of the company at Al-Khair House, 43 - T, Gulberg II, Lahore not later than 48 hours before the time of meeting.
3. Any individual Beneficial Owner of the Central Depository Company (CDC), entitled to vote at this meeting must bring his / her Computerized National Identity Card (CNIC) or passport (in case of foreigner) along with CDC account number to prove his / her identity and in case of proxy must enclose an attested copy of his / her CNIC or passport. Representatives of corporate members should bring the usual documents required for such purpose.
4. Members are requested to immediately inform the Company's Share Registrar of any change in their mailing address.

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5. Members are requested to provide by mail, photocopy of their CNIC or passport (in case of foreigner), unless it has been provided earlier, enabling the Company to comply with relevant laws.
6. SECP through its SRO 470(1)/2016, dated 31 May 2016, had allowed companies to circulate Annual Audited Accounts to its members through CD/DVD/USB at their registered addresses. In view of this, the Company is being sent its 2019 annual report to its shareholders in form of CD. Any member requiring printed copy of 2019 annual report may send a request with identification details, the Company will send the hard copy of printed accounts 2019 free of cost within one week.
7. In accordance with Section 132 (2) of the Companies Act, 2017 if the Company receives consent from members holding in aggregate 10% or more shareholding residing in a geographical location to participate in the meeting through video conference at least 10 days prior to the date of Annual General Meeting, the Company will arrange video conference facility in that place subject to availability of such facility in that place. To avail this facility a request is to be submitted to the Company Secretary of the Company on given address:

The Company Secretary, Al-Khair Gadoon Ltd, 43-T, Gulberg II, Lahore.

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اطلاع برائے سالانہ اجلاس عام

بذریعہ ہذا مطلع کیا جاتا ہے کہ الخیر گدون لمیٹڈ کے حصص داران کا 29 واں سالانہ اجلاس عام مورخہ 25 اکتوبر، 2019 بروز جمعہ بوقت صبح 9:00 بجے بمقام رجسٹرڈ دفتر 92/3، فیز 3، انڈسٹریل اسٹیٹ، گدون املائی، ضلع صوابی، خیبر پختونخواہ میں درج ذیل امور کے انجام دہی کے لیے منعقد ہوگا۔

- 1 26 اکتوبر، 2018 کو منعقدہ سالانہ اجلاس عام کی کارروائی کی توثیق کرنا۔
- 2 30 جون، 2019 کو ختم شدہ سال کے لیے کمپنی کے پڑتال شدہ سالانہ مالیاتی گوشوارے بشمول ڈائریکٹرز اور آڈیٹرز کی رپورٹس کی وصولی، غور و خوض اور منظوری دینا۔
- 3 کمپنی ایکٹ 2017 کی دفعہ 159 کے تحت ڈائریکٹرز کا انتخاب - سبکدوش ہونے والے ڈائریکٹرز مندرجہ ذیل ہیں اور اگلی مدت (تین سال) کے لیے ڈائریکٹرز کی تعداد آٹھ مقرر کی گئی ہے۔

| | | | |
|-------------------|---|-------------------|---|
| محمد افضل شیخ | 1 | محمد سعید شیخ | 2 |
| محمد امین شیخ | 3 | شیخ پرویز افضل | 4 |
| محترمہ پروین افضل | 5 | محترمہ فرناز سعید | 6 |
| محترمہ نفیسہ امین | 7 | کمال سبحانی | 8 |
- 4 30 جون، 2018 کو ختم ہونے والے سال کے لیے محاسب کا تقرر اور ان کے مشاہرہ کا تعین کرنا۔
- 5 جناب چیئرمین کی اجازت سے کسی دیگر امر پر کارروائی۔

حسب الحکم بورڈ

Mohammad Amin

محمد امین شیخ

کمپنی سیکرٹری

تاریخ: 02 اکتوبر، 2019

نوٹس:

- 1 کمپنی کی حصص منتقلی کی کتابیں 18 اکتوبر 2019 سے 25 اکتوبر، 2019 (بشمول دونوں دن) بند رہیں گی۔ تمام ٹرانسفرز جو قواعد و ضوابط کے مطابق کمپنی کے کارپوریٹ دفتر الخیر ہاؤس، 43-ٹی، گلبرگ 2، لاہور میں 17 اکتوبر، 2019 تک وصول ہوں گی۔ وہ سالانہ اجلاس عام میں ووٹ کے اہل تصور ہوں گے۔

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