

# LEINER PAK GELATINE LIMITED.



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INSIST ON "HALAL"  
GELATINE AND ITS PRODUCTS

## **NOTICE OF 36<sup>TH</sup> ANNUAL GENERAL MEETING**

Notice is hereby given that the 36<sup>th</sup> Annual General Meeting of LEINER PAK GELATINE LTD., will be held on Monday, the 28<sup>th</sup> October, 2019 at 10.00 A.M. at the Registered office of the Company, 17/G, Gulberg-2, Lahore-54660 to transact the following business :

1. Recitation from the Holy Quran.
2. To confirm the minutes of the Extra Ordinary General Meeting held on Friday, 18<sup>th</sup> January, 2019.
3. To receive and adopt the Annual Accounts of the Company for the Year ended 30<sup>th</sup> June, 2019 together with Directors' and Auditors' Report thereon.
4. To appoint the Auditors of the Company for the year ending 30<sup>th</sup> June, 2020 and to fix their remuneration.

### **Ordinary Business**

5. To transact or discuss any other business with the permission of the Chair.

**BY ORDER OF THE BOARD,**

**(IBRAR AHMED KHWAJA),  
COMPANY SECRETARY.**

LAHORE:

DATED: 07<sup>th</sup> October, 2019.

### **NOTES:**

1. The Share Transfer Books of the Company will remain closed from 22<sup>nd</sup> October, 2019 to 28<sup>th</sup> October, 2019 (both days inclusive). Shares may be lodged for transfer with our Registrar M/s CORPLINK (PVT) LTD., Wings Arcade, 1-K, Commercial, Model Town, Lahore. Phone Nos: 042-35839182, 35887262, 35916719 Fax No: 042-35869037.
2. The Shareholders are advised to notify the Registrar of any change in their address.
3. A member entitled to attend and vote at this meeting may appoint another member as proxy to attend and vote instead of him. The Proxy Form duly signed and stamped must be received at the Registered Office of the Company not less than 48 hours before the time of holding the meeting.
4. Any individual beneficial owner of the share in the Central Depository Company (CDC) entitled to vote at this meeting with him/her to prove him/her identity together with his/her Account number in CDC and in case of proxy, must enclose an attested copy of his/her CNIC. Representative of Corporate Members should bring the usual documents required for such purpose.
5. Pursuant to the directive of the Securities and Exchange Commission of Pakistan (SECP), CNIC numbers of shareholders are mandatory required on dividend warrants. Shareholders are therefore requested to submit a copy of their CNIC (if not already provided) to the Shares Registrar. In case of non-receipt of the copy of a valid CNIC, the company would be unable to comply with SRO 831(1)/2012 dated July 05, 2012 of SECP and therefore will be constrained under SECP order dated July 13, 2015 to withhold the dispatch of dividend warrants of such shareholders.
6. Shareholders, who by any reason, could not claim their dividend or bonus shares or did not collect their physical shares, are advised to contact our Share Registrar M/s Corplink (Pvt) Limited. to collect / enquire about their unclaimed dividend or pending shares, if any.

Please note that in compliance with Section 244 of the Companies Act, 2017, after having completed the stipulated procedure, all dividends unclaimed for a period of three years from the date due and payable shall be deposited to the credit of the Federal Government and in case of shares, shall be delivered to the Securities & Exchange Commission of Pakistan.

7. Pursuant to Notification vide SRO.787(1)/2014 of September 08, 2014, SECP has directed to facilitate the members of the company receiving Annual Financial Statements and Notices through electronic mail system (e-mail). We are pleased to offer this facility to our members who desire to receive Annual Financial Statements and Notices of the Company through e-mail in future. In this respect members are hereby requested to convey their consent via e-mail on a standard request form which is available at the Company website i.e. [www.leinerpakgelatine.com](http://www.leinerpakgelatine.com).
8. Members can also avail video conference facility, in this regard, please fill the following and submit to registered address of the Company 10 days before holding of the Annual General Meeting. If the Company received consent from members holding in aggregate 10% or more shareholding residing at a geographical location, to participate in the meeting through video conference at least 10 days prior date of the meeting, the Company will arrange video conference facility in the city subject to availability of such facility in that city.

“I/We, \_\_\_\_\_ of \_\_\_\_\_, being a member of Leiner Pak Gelatine limited, holder of \_\_\_\_\_ ordinary Share(s) as per Registered Folio No. \_\_\_\_\_ hereby opt for video conference facility at \_\_\_\_\_.”