# BATA PAKISTAN LIMITED NOTICE OF ANNUAL GENERAL MEETING



**NOTICE IS HEREBY GIVEN TO ALL SHAREHOLDERS/MEMBERS** that the 68<sup>th</sup> Annual General Meeting of Bata Pakistan Limited is scheduled to be held electronically (through video link) on Wednesday May 20, 2020 at 10:00 a.m. to transact the following business:

- 1. To confirm the minutes of the 67<sup>th</sup> Annual General Meeting held on April 25, 2019.
- 2. To receive, consider, and adopt the Annual Audited Accounts of the Company for the year ending on December 31, 2019 together with Directors' and Auditors' Reports.
- 3. To approve dividend as recommended by the Directors. The Directors have recommended a Final Cash Dividend of 600% (Rs.60 per share of Rs.10) in addition to the Interim Cash Dividend of 900% (Rs.90 per share of Rs.10) already paid to the shareholders making total cash dividend of 1,500% (Rs.150 per share of Rs.10).
- 4. To appoint Auditors and fix their remuneration for the year ending on December 31, 2020. The retiring Auditors, M/s A.F. Ferguson & Co. Chartered Accountants, being eligible, have offered themselves for reappointment as Auditors of the Company.
- 5. To transact any other business with the permission of the Chairman.

By order of the Board

Batapur Lahore: April 23, 2020 (Hafiz Mudassar Hassan Kamran) Company Secretary

## NOTES:

## 1. Annual Report

On account of the current lockdown situation, the Company is facing serious challenges for the printing and delivery of physical copies of the annual report to our shareholders. However, the annual report for the year ended 31.12.2019 has been posted on our website <a href="www.bata.com.pk">www.bata.com.pk</a>. Those shareholders who also wish to obtain an electronic copy of the annual report via email are requested to send their email address/consent at the following email address: <a href="mailto:investorcare.pk@bata.com">investorcare.pk@bata.com</a> on or before May 10, 2020 and a PDF copy of Annual Report will be duly shared with them via email.

## 2. Closure of Shares Transfer Books

The Share Transfer Books of the Company will remain closed from May 13, 2020 to May 20, 2020 (both days included). Transfer Requests on prescribed format, received at the office of the Share Registrar of the Company, M/s. Corplink (Pvt) Ltd. 1-K Commercial, Model Town, Lahore on or before the close of business on May 12, 2020 will be treated 'in time' for the purpose of above entitlement to the transferees and for attending meeting by the transferees by electronic means.

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## 3. Attendance of the Members:



## a. For attending the meeting

In view of the current situation of pandemic (COVID-19) and to ensure safety & wellbeing of our shareholders, the Company has decided to convene this AGM through video link arrangements and there would be no specified location for the AGM.

- I. Members, either through their smartphone or computer devices can participate in the AGM. Link of the video conference shall be shared only to those members who shall provide their name, CNIC (both sides scanned copies), folio number, cell phone number and email address before 03:00 pm on or before May 18, 2020 at following Email address: investorcare.pk@bata.com.
- II. In addition to this, if members have any comments/suggestions for discussion on the agenda items of the AGM they are required to send their queries on or before May 18, 2020 either through Email address stated above or on WhatsApp number 0301 8511103. Any queries received after 18<sup>th</sup> May 2020 shall not be discussed in the meeting.
- (iii) The Company will ensure that comments/suggestions of the members, submitted in accordance with clause (ii) above, will be read out at the meeting by the Company Secretary and the responses will be made part of the minutes of the meeting.

## b. For appointing proxies

A member is entitled to appoint a proxy, who will have the right to attend, speak and vote in place of the appointing member, through video link. Proxy shall be appointed in the stollowing manner:

- Soft Copy of the Proxy Form has been uploaded on our website <a href="www.bata.com.pk">www.bata.com.pk</a> under the Investor Relations head in English & Urdu languages. The scanned copy of the filled form must be sent at the following Email address <a href="investorcare.pk@bata.com">investorcare.pk@bata.com</a> on or before 18th may 2020. Late submissions shall not be entertained.
- ii) Copy of valid CNIC or the valid passport of the members and their Proxy shall be furnished/attached along with Proxy Form.
- iii) In the case of a corporate entities, certified copy of Board of Directors' resolution / power of attorney along with specimen signatures and copy of valid CNIC of the person nominated by the corporate entity to represent and vote on its behalf, shall be submitted.

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## 4. Mandatory Submission of CNIC Copies:



With reference to the notification of Securities and Exchange Commission of Pakistan (SECP), SRO 779(1)2011 dated August 18, 2011, the Members/Shareholders who have not yet submitted photo copy of their valid CNIC to the Company are required to send the same at the earliest directly to the Company's Share Registrar M/s. Corplink (Pvt) Ltd. 1-K Commercial, Model Town, Lahore. In case of non-receipt of the copy of valid CNIC and non-compliance of the above mentioned SRO of SECP, the Company may be constrained to withhold transfer of dividend in the future.

## 5. Dividend Bank Mandate:

Pursuant to Section 242 of the Companies Act, 2017, members are requested to provide their CNIC's and bank account details including name of the bank, address of bank branch and International Bank Account Number (IBAN) to receive their cash dividend directly into their bank account. Therefore, all members who have not yet provided their CNIC and Bank Account details are once again reminded to immediately submit a copy of their CNIC and duly filled 'Dividend Bank Mandate Form' to the Company's Share Registrar or to the Company directly. In the absence of valid bank account details and CNIC, dividend amount will be withheld in compliance with the provisions of Act and Regulations made thereunder by the Commission. The 'Dividend Bank Mandate Form' is available at the Company's website i.e. www.bata.com.pk.

Members who hold shares in CDC accounts are required to provide their bank mandates to their respective participants.

## 6. Unclaimed Dividends and Share Certificates:

The Shareholders are hereby informed that in accordance with Section 244 of the Companies Act, 2017 and the Unclaimed Shares, Modaraba Certificate, Dividends, Others Instruments and Undistributed Assets Regulations, 2017, the companies are required to deposit such amounts to the credit of the Federal Government and the shares to the Commission, which are unclaimed/un-collected for a period of three (03) years or more from the date it is due and payable. The notices to this fact have already been given to the relevant shareholders.

## 7. Intimation of Changes of Address and declaration for non-deduction of Zakat:

Members who hold shares certificates should notify any changes in their registered address and provide their declarations for non-deduction of zakat, if applicable, to the Share Registrar. Members who hold shares in CDC / participant accounts are required to update their address and submit their declarations for non-deduction of zakat, if applicable, to the CDC or their respective participants.

### 8. Tax Implications on Dividends:

Pursuant to the provisions of the Income Tax Ordinance 2001 (as amended through Finance Act 2019) the rates of withholding tax on dividend income shall apply in following:

(a) 15% in case of filers of income tax returns. (b) 30% in case of non-filers of income tax returns.

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A 'filer' is a taxpayer whose name appears in the Active Taxpayers List ("ATL") issued by the FBR from time to time and a 'non-filer' is a person other than a filer. The FBR has uploaded the ATL on its web-site which may be viewed at http://fbr.gov.pk.

The Company will ascertain the tax status of members on the first day of book closure and withholding tax at the rate of 30% will be applicable for members whose names shall not appear in the ATL and at the rate of 15% for members who are shown active on ATL by FBR.

## 9. Tax in case of Joint Shareholders:

For shareholders holding their shares jointly as per the clarification issued by the Federal Board of Revenue withholding tax will be determined separately on 'filer' and 'non-filer' status of Principal shareholder as well as joint-holder(s) based on their shareholding proportions. Therefore, all shareholders who are holding shares jointly are required to provide shareholding proportions of Principal shareholder and joint-holder(s) in respect of shares held by them to our Share Registrar in following format:

Company Name	Folio/CDC Account #	. I STANDARD .	Principal Shareholder		Joint Shareholder	
			Name and CNIC #	Shareholding Proportion (No. of Shares)	Name and CNIC #	Shareholding Proportion (No. of Shares)

## Messrs Corplink (Pvt.) Ltd.

Wings Arcade, 1-K Commercial, Model Town, Lahore Ph: 042-35916714, 35916719, Fax: 042-35869037

## 10. Valid Tax Exemption Certificate for Exemption from Withholding Tax:

valid Tax Exemption Certificate is necessary for seeking as exemption from the deduction of withholding tax under Section 150 of the Income Tax ordinance, 2001. Members who qualify under Clause 47B of Part IV of the Second Schedule to the Income Tax ordinance, 2001 and wish to seek an exemption should provide a copy of their valid Tax Exemption Certificate to the Share Registrar prior to the date of book closure, otherwise tax will be deducted according to applicable law.

Contact Details

Company Secretary
Bata Pakistan Limited
G.T Road, Batapur Lahore
Pakistan

Email: investorcare.pk@bata.com

Tel: 0092 301 8511103

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- To receive, consider, and adopt the Annual Audited Accounts of the Company for the year analog on December 31, 2019 together with Onestors and Auditors Reports.
- In aggresse dissiliand as recommended by the Directime. The Directime have procuremental a Francisch Directional at 600%, IRs 80 per shares of Rs 10) in authorists the Interior Class Director of 800%, IRs 90 per shares of Rs 10) already point in the sharest-cities making State cards dividend of 1,300% (Rs 150) per shares of shares of Rs 10).
- To appared Auditions and fix their remateration for the year ording on December 31, 2020. The retaining Audition. Mrs. A.F. Ferguson & Ca. Chartered Accountance, being engine, have offered themselves for responsive as Audition of the Congruence.
  - To transact any other quaintess with the permission of the Chairman.

By order of the Buard

Ratapur Lahore April 23, 2020 (Hafiz Mutaucar Hissan Karroan) Company Serretary

#### NOTES:

#### 1. Aresuat Report:

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#### 2. Circura of Sharen Transfer Books.

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#### 3. Attendance of the Members:

#### a. For attention the mostless

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Members, either through their smoothers or computer decisions are quantingate in the ACM, Link at the video confinences which all provide their arrange, CNOC (but a calles scanned organic), total numbers or of physic numbers and email address before 03.00 pm on or seriors May 18, 2020 at Molovay Confinence polytheorizone polytheorizon

- In addition to this, if inventions have any immeritable appointment for discussion on the appeals error of the AGM they are required to ben't their quarters on or before May 18, 2000 other through their discussion stated before or on WhiteAgp transfer ESCI 851103. Any quarter section of the May 2020 shall not the discussion to the meeting.
- (ii) The Company will ensure that continents/suggestions of the members, submitted in accordance with discuss (ii) above, will be test and at the meeting by the Company Secretary and the responses will be made got of the innuities of the electric electric series.

#### b. For appointing propher

must be entertained.

A member is entitled to appoint a proxy, who will have the right to extend, appeal and note in place of the appointing member, finough volve the. Proxy shall be appointed in the following member. In the first the first three themselves on the following the proxy furth has been uplicated or now website when built only a limiter the threater fields the first point is Lindu languages. The scanned capp of the filled form must be sent at the believing Exhault address investment pulped and member to the fill may 2000. Like such exhaulted and the sent at the filling of the filled address investment pulped and member to the fill may 2000. Like such exhaulted and the sent and the filling of the filling and the filling of the

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#### 4. Mandatory Submination of CNIC Copies:

Were reference to the mathesists of Securies and Electropic Community of Flexible (SECP), SEO TRIE) (2011 dead August 18, 2011, the Mannessipharentistary who have not per basinstead prints asky of their read CNIC to the Company, we require to earli the same at the exceed directly to the Company's Frame Register Mr. Cognish (PM) (III. 14. Commerces, Madel Town, Labor in trace of menoning of the step of valid CNIC and representations of the above mentioned SRO of SECP the Company may be constitued to withheir transfer of dividence in the future.

#### S. Divisional Bank Manatate:

Pursuant to Baction 242 of the Companies Act, 2017, Interfaces are requested to provide their CNICs and tones account debtak instituting partie of the back, above not have backed and international Blank Account Number (Blank) to require their zons adopted street, their basis account. Therefore, all interfaces who have may not provided their CNIC and Base Account debtak give once again recorded to service a copy of their CNICs and base Account debtak give once again recorded to service a copy of their CNICs and base Account debtak give once again recorded to their account debtak give once again recorded to their account account of their accounts and their accounts and their accounts account and their accounts account and their accounts account and their accounts account and the accounts account accounts account account accounts account accounts accounts account accounts account accounts account account accounts account accounts account accounts account account accounts accounts account accounts accounts accounts accounts account accounts account accounts account accounts accounts account accounts account account accounts accounts account account accounts account accounts account accounts account account accounts account account accounts account accounts account accounts account account account accounts account account account accounts account account

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#### 7. Intenation of Changes of Address and declaration for non-deduction of Zakat:

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A Sign' is a tempayer whose more appears in the Action Tarpayers List ("ATL") include by the FSR from time to livre and a manufact is a parasis offer than a file: The FSR has lightedful the ATL on its web-site whath may be visited at MID/TS pay 3 or 1.

The Congressy will necessarily the lies status of members on the first day of back climate and withholding fac at the rate of 20% with a application for members whose rearries shall not appear in the ATL and at the rate of 12% for members with a re-shown action on ATL by FMM.

#### S. Tax in case of Joint Shareholders:

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			Harp yes	Shandrating Properties (No. of Sharing)	Name and	Sharringting Property (No. of Sharring)

#### Meants Corpline (Put) Ltd.

Wings Arcade. 1-K Conventual Model Town, Laforer PN: 043-35918714. 35918719. Fair: 042-3598937

#### 15. Valid Tax Exemption Certificate for Exemption from Withholding Tax:

Valid Tax Elementor Gestificate is necessary for securing an exercision from the derivation of withheating tax under Section (\$1) of the interior are assumed to the interior tax derivations of the interior tax derivations as the income Tax derivations 2001 and what to seek are deepptor shaded preside a plage of their valid Tax Exercision Certificate to the Share Register prior to the state of book science, otherwise tax will be desirable according to expectable tax.

Contact Details

Company Secretary
Bata Pakintan Limited
G.T Road, Batapur Lahner
Email: inventorsare.pk@bata.com
Tel: 0092 301 8511903

## Bata

اكور أو الإ المنظل كالمند بالناب (الكراني في) كما يستر في 10 BRO 778(1) معد 18 أنسنة 201 ت مخال والموزاقية عاندة النورية وينادرها كالإيا أيال أخال كالمارات كالماري كالمتراج والمارية التي كل كان جند لا جلد براه رامنده أكل مدكات رعن ورسيس كان المالية (يراني بينه) لميلا مالا الموثل مهال الاان والادرا

الله التي ينت الذي لو تروي العالمة عن التي واست قرائية في في أو أو كاليرويول والورية في مورية عن كالي منتهي 240 July 25 Cale 16 10 10

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Section 1 10 M 11836 कर्मानीयान्त्रे हिन्द्रा (सक्तुहरू) सामग्री -इस्ट्रीकार्ट्स अन्तिक (अन्द्रीति) सामित

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(UPAGO Zashu) intight 2020 25 23 Dr. A. F.

S. Allerged الإيلامة المساول المال في من المرافع والمن والمساولة في والمساولة والمار المواقع من المنطوع المساولة عن تا ام ۱۰ قرام با 20 تو توجه سيار ما ريك مها و تدبير مديد الريسيد ما المدين www.bata.com كي جا على سيد

ووقع والقدارات في كال سكرة وسيك والأور بوريت كي الجلوز القدام في عاصل كرنا جاريث إلى ان سنداد الواسنة كي جافي سناكروه الي برادسها الراق كان لايال Investorcare pk@bata.com يحدد الراق 10 كار 2016 الراق ما يطاريال كري الكريمة عند ورعال في الدائدة في المساولة والانتهام والمرادة والمراكب والمرادة وا じんじいきかりた 2

كُونَ وَالْمُوالِ الْمُورِيِّ وَمِن 2020 مِن 2020 كَلْ 2020 مِن الْمُولِ الْمُولِ الْمُورِينَ وَالْمَ كينة كال تيخ الراط في الميار الواسعة في المثان كالمياسية في مكل من تينون الاوريس العالم المان الموازي المراكب المرهم معال ال ولا ي العامل المراجع المواجعة かんしょりいかいかいはくろなか عبرالناق ما منرق ا

世上のたといい-A COVID-19 والأول ويرين بين الاستراء في المواجدة والمستران المواجدة المستراكز المواجعة المارية الإنهام الميلال خريق عدد إلى المساكرة وعاد من منظر كرسا كالبعد أيا عد البعد الدامة البعد المناقرة والمعالى وكران الوك البران اجال شروعرل مشكل لمسترق كرمية مشريعه الاستدفرة وكبيزة والرمشاء بيدوق كالنسا الكاريين والروان أركة في جامران كم شاهد و الأولى بالنابطة و الأمل أرية المعادات بيكيم أم الدام المام المام المران عادول

ست كرده والمناع أقراق الواقي كارة ( والحزي الحراف سندا يحيي البرائية المراقية به مواكن أوي أبرادوا ي كل الأراف الدراو ال " 2020ء ۾ 1.00 ڪائيوان ۾ پيڪاري لاڪن ليکن جي ان ڪاري 100 ۽ 100 ان 100 ۽ 100 ۽ 100 ۽ 100 ۽ 100 ۽ 100 ۽ 100 ۽ 100 めいかいかいんとうらんないらいいかいといるといるといることがったりまったでしていていといしていたいろ L. 5 19 1 See 3 4 1 5 1 5 1 5 1 الماران - المرادان مكوان المدى المرادك بالشاكران المدينة المدينة المراد المدينة المراد المدينة المرادان المدينة مان عال 2020ء عن بالمرافعة مال الرباية عن شاريعيا والرباب بربر 103 1 105 و 030 1 200 يكور

19 كى 2030 كى بىرى بوروسى ئارى ئارى ئىرى ئارىكى بالسكى بالسكى كالي الرباعة في عدة كالدائسية في (1) كامان في الكرب كيدان كن المدائرة والما الرب كالتي يم ياب عداجال على يروك السائد والمح مستان بالمواد كالمواد والمراكا والمراكا والمراكا والمراكا

出しがびと日 فيدارا ( ) كل السَّفاء عند عاطري أول كل بوية تهارا ( أن يك تخليا كام رواح ورأن القينات أرمَّنات التوقيق عارية

والمراكب ا كوفة الحرك المساحة في تكون المساول المواثر كالمساحة ( Janes Latin asser) بعن المساحة الم التوريخ الركان المساورة المسا

Aller Marchall 19 والمحارة وكالمال الماران والمرارا والمالية المتعادة المتعادة والمراجة والمراج المالية والمراجة

كارى بىندادارىيەكى ھورىيەنى مازىيەتى جانب سەنەخ داردە كەردۇرۇن كرسىداددادارىيەكى جانب سەمەسىدىرىيەتىك وع أروال منذ الأن كالأراض في الدولاني وما المساولة الأراد والإدا المساول الأن الماس مناهوا كالموركين مناشر - LUCKINGER