



2020-21/CAD/SA/PSX/4686

FORM - 4

September 24, 2020

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


Dear Sir

NOTICE OF ANNUAL GENERAL MEETING

Enclosed please find a copy of the Notice of the Annual General Meeting to be held on Monday, October 19, 2020 at 11:30 a.m. through video-link facility.

You may please inform the TRE Certificate Holders of the Exchange.

Yours Sincerely,

for 

Altaf Ahmad Faisal
Company Secretary

encl



MCB-ARIF HABIB
Savings and Investments Limited

NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given to the members that the Twentieth (20th) Annual General Meeting of MCB-Arif Habib Savings and Investments Limited will be held on Monday, October 19, 2020 at 11:30 a.m. to transact the following business. On account of the prevailing situation caused by the global outbreak of the Coronavirus (COVID-19), Shareholders shall be entitled to attend the meeting through video conference facility managed by the Company as per the Instructions given in the notes section.

Ordinary Business:

1. To confirm the minutes of the last Extra Ordinary General Meeting held on February 06, 2020;

2. To receive, consider and adopt the Audited Financial Statements of the Company for the year ended June 30, 2020 together with Directors' and Auditors' Reports thereon;

3. To declare and approve final cash dividend of 22.5 per cent i.e. Rs. 2.25 per ordinary share of Rs. 10/- each for the year ended June 30, 2020, as recommended by the Board of Directors. This is in addition to the Interim cash dividend of 10 per cent i.e. Re. 1 per ordinary share of Rs. 10/- each paid to the shareholders during the year, thus making a total cash dividend of 32.5 per cent i.e. Rs. 3.25 per ordinary share of Rs. 10/- each for the year ended June 30, 2020;

4. To appoint external auditors of the Company for the year ending June 30, 2021 and fix their remuneration. The Board of Directors, on the recommendation of Audit Committee of the Company, has proposed the appointment of M/s KPMG Taseer Hadi & Co. Chartered Accountants as external auditors for the year ending June 30, 2021; and

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

September 25, 2020
Karachi

By Order of the Board
Altaf Ahmad Faisal
Company Secretary

Notes:

1. Participation in the AGM proceeding via the video conference facility

In view of the prevailing situation due to pandemic COVID-19 and in line with the direction issued to listed companies by Securities and Exchange Commission of Pakistan, vide its Circular No.5 of 2020 dated 17 March 2020 further extended till October 30, 2020 vide Circular No. 25 of 2020 dated August 31, 2020, the Company has decided to hold its AGM through electronic means. The arrangements will be as under:

(a) AGM will be held through Zoom application – a video link facility;

(b) Shareholders interested in attending the AGM through Zoom will be required to get themselves registered with the Company Secretary office at least two working days before the AGM at shazaib.anwar@mcbah.com by providing the following details:

Name of shareholder	CNIC No.	Folio / CDS No	Cell No	Email address

Login facility will be opened thirty minutes before the meeting time to enable the participants to join the meeting after identification process. Shareholders will be able to login and participate in the AGM proceedings through their devices after completing all the formalities required for the identification and verification of the shareholders; and

(c) Shareholders will be encouraged to participate in the AGM to consolidate their attendance and participation through proxies.

2. Book Closure Notice

The Share Transfer Books of the Company will remain closed from Monday, October 12, 2020 to Monday, October 19, 2020 (both days inclusive). Transfers received in order at the office of our Share Registrar M/s. CDC Share Registrar Services Limited, CDC House, 99-B, Block B, S.M.C.H.S., Main Shahrah-e-Faisal, Karachi – 74400, by the close of business (5:00 p.m.) on Friday, October 9, 2020, will be considered in time for the determination of the entitlement of the shareholders to final cash dividend and to attend and vote at the meeting.

3. Appointment of Proxy and Participation in the AGM

A member entitled to attend, speak and vote at the Annual General Meeting is entitled to appoint another person as his/her proxy to attend, speak and vote for his/her behalf. A proxy need not be a member of the Company. A proxy shall also have the right to demand and join in demanding a poll and vote on a poll.

The instrument appointing proxy, together with the power of attorney or other authority under which it is signed, as the case may be, or a notarially certified copy of the power or authority, must be deposited at the Registered Office of the Company at least 48 hours before the time of the meeting. 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. Form of Proxy is enclosed in English and Urdu language.

Beneficial owners of the physical shares and the shares deposited with the Central Depository Company of Pakistan Ltd. (CDC) and / or their proxies are required to produce their original Computerized National Identity Card (CNIC) or Passport for identification purpose at the time of attending the meeting.