



Pakistan International Bulk Terminal Limited

Wednesday, 30 September 2020

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

SUB: NOTICE OF THE 11<sup>TH</sup> AGM OF PAKISTAN INTERNATIONAL BULK TERMINAL LIMITED

Dear Sir,

Enclosed please find herewith notice of the 11<sup>th</sup> Annual General Meeting of Pakistan International Bulk Terminal Limited to be held on October 22, 2020 at 11:30 am at the Avari Towers Karachi.

This is for your record, reference and circulation amongst the TRE Holders of the Exchange.

Thanking you.

Yours truly,

Karim Bux  
Company Secretary

Encl: As stated above.



A Marine Group Company

Head Office: 2nd Floor, Business Plaza, Mumtaz Hassan Road, Karachi-74000, Pakistan.

Tel: (92-21) 32400450-3 Fax: (92-21) 32400281

Website: [www.pibt.com.pk](http://www.pibt.com.pk) E-mail: [info@pibt.com.pk](mailto:info@pibt.com.pk)



Pakistan International Bulk Terminal Limited

**PAKISTAN INTERNATIONAL BULK TERMINAL LIMITED**  
**NOTICE OF THE 11<sup>TH</sup> ANNUAL GENERAL MEETING**

Notice is hereby given that the 11th Annual General Meeting ("AGM") of the shareholders of Pakistan International Bulk Terminal Limited (the "Company") will be held on Thursday, October 22, 2020 at 11:30 am at Avari Towers, Karachi to transact the following businesses:

**Ordinary Business**

1. To receive, consider and adopt the Annual Audited Financial Statements of the Company together with the Directors' and Auditor's reports thereon for the year ended June 30, 2020.
2. To appoint auditors of the Company and fix their remuneration. The members are hereby given notice that Audit Committee and the Board of Directors have recommended the re-appointment of retiring Auditors, M/s EY Ford Rhodes, Chartered Accountants, as auditors of the Company.

Karachi  
Dated: 01 October 2020

By Order of the Board  
**Karim Bux**  
Company Secretary

**NOTES:**

**1. Online Participation in the Annual General Meeting**

Due to COVID-19 Pandemic and the SECP's directives, the Company intends to convene this AGM with minimal physical interaction of shareholders while ensuring compliance with the quorum requirements and requests the members to consolidate their attendance and voting at the AGM through proxies. The meeting can be attended using smart phones/tablets/computers. To attend the meeting through video link, the members are requested to register themselves by providing the following information along with valid copy of CNIC with the subject "Registration for Pakistan International Bulk Terminal Limited AGM" through email at [info@piibt.com.pk](mailto:info@piibt.com.pk) and [cdcsr@cdcsrsl.com](mailto:cdcsr@cdcsrsl.com) on or before 20 October, 2020.

Name of member	CNIC No.	CDC Account No/Folio No.	Cell Number	Email Address

The members who are registered after the necessary verification shall be provided a video link by the Company on the same email address that they email with the Company with. The Login facility will remain open from start of the meeting till its proceedings are concluded.

The shareholders who wish to send their comments/ suggestions on the agenda of the AGM can email the Company at email: [info@piibt.com.pk](mailto:info@piibt.com.pk) or WhatsApp at [03000340631](tel:03000340631). The Company shall ensure



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that comments/ suggestions of the shareholders will be read out at the meeting and the responses will be made part of the minutes of the meeting.

**2. Closure of Share Transfer Books**

The Register of Members of the Company will remain closed from 15<sup>th</sup> October 2020 to 22<sup>nd</sup> October 2020 (both days inclusive). Transfers received in order at the office of the Company's Independent Share Registrar, M/s. CDC Share Registrar Services Limited, CDC House, 99-B, Block B, SMCHS, Main Shahrah-e-Faisal, Karachi by the close of business on 14<sup>th</sup> October 2020 will be considered in time to be eligible for the purpose of attending, speaking and voting at the AGM.

**3. Members Right to Proxy**

A member entitled of the Company, entitled to attend, speak and vote at this meeting may appoint any other member as his/her proxy to attend, speak and vote instead of him/her and a proxy so appointed shall have such rights, as respects attending, speaking and voting at this meeting as are available to the Member. Proxy Form, in order to be effective, must be received at the registered office of the Company at least 48 hours before the Meeting and no account shall be taken of any part of the day that is not working day. The proxy need not be a member of the Company, and a member shall not be entitled to appoint more than one proxy.

**4. Participation in General Meeting**

Members, who have deposited their shares into Central Depository Company of Pakistan Limited, are being advised to bring their original National Identity Cards along with CDC Participant ID and account number at the meeting venue.

Members who have deposited their shares into Central Depository Company of Pakistan Limited ("CDC") will further have to follow the under mentioned guidelines as laid down by the Securities and Exchange Commission of Pakistan.

**A. For Attending the Meeting**

- a. In case of Individuals, the account holder and/or sub-account holder whose registration details are uploaded as per the CDC Regulations, shall authenticate his/her identity by showing his/her original CNIC or, original Passport at the time of attending the Meeting.
- b. In case of corporate entity, the Board's 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**

- a. In case of individuals, the account holder and/or sub-account holder whose registration details are uploaded as per the CDC Regulations, shall submit the proxy form as per the above requirement.
- b. The proxy form shall be witnessed by two persons, whose names, addresses and CNIC numbers shall be mentioned on the form.
- c. Attested copies of the CNIC or the passport of beneficial owners and the proxy shall be furnished with the proxy form.



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- d. The proxy shall produce his original CNIC or original passport at the time of the Meeting.
- e. In case of corporate entity, the Board's resolution / power of attorney with specimen signature shall be furnished (unless it has been provided earlier) along with proxy form to the Company.

**5. Change of Address**

Members are requested to timely notify any change in their address immediately to our Registrar M/s CDC Share Registrar Services, CDC House, 99-B, Block B, SMCHS, Main Shahrah-e-Faisal, Karachi.

**6. Request for Video Conference Facility**

Pursuant to the provisions of the Companies Act, 2017, the shareholders residing in a city and collectively holding at least 10% of the total paid up share capital may demand the Company to provide the facility of video-link for participating in the meeting. The demand for video-link facility shall be received by the Share Registrar at the address given hereinabove at least seven (7) days prior to the date of the meeting on the Standard Form which can be downloaded from the company's website: [www.pibt.com.pk](http://www.pibt.com.pk)

**7. Placement of Financial Statements**

The Company has placed the Notice of AGM and Audited Annual Financial Statements for the year ended June 30, 2020 along with Auditors, Directors and Chairman's Reports thereon on its website: [www.pibt.com.pk](http://www.pibt.com.pk)

**8. Submission of CNIC copies for Dividend Payments:**

The SECP has made it mandatory for listed companies to mention, in the case of Individuals, Computerized National Identity Card ("CNIC"), National Identity Card for Overseas Pakistanis ("NICOP") or Passport number and in the case of Corporate Entity, National Tax Number ("NTN") of the shareholders or their authorized persons, on dividend warrants. In the absence of such information payment of dividend will be withheld in terms of the provisions of the Companies Act, 2017 stating that a company may withhold the payment of dividend of a member where the member has not provided the complete information or documents as specified by SECP. Therefore, shareholders who have not yet provided such information are once again advised to provide the same to the Share Registrar and Transfer Agent of the Company.

**9. Payment of Cash Dividend through Electronic Mode**

Section 242 of the Act requires that the listed companies shall pay cash dividend only through electronic mode directly into the bank account designated by the shareholders. SECP vide its notification S.R.O.1145 (I)/2017 has also issued the Companies (Distribution of Dividends) Regulations, 2017 whereby every shareholder shall be responsible to provide valid information pertaining to its designated bank account to disburse any dividend payable in cash only through electronic mode directly into the bank account designated by the entitled shareholders.

In this regard, the Company has already communicated through its letters addressed to the shareholders individually along with newspapers publications requesting to provide the International Bank Accounts Number ("IBAN") designated by the shareholders to receive the cash dividends electronically. Hence, shareholders are requested to fill the required fields of the Company's letter available on website of the Company: [www.pibt.com.pk](http://www.pibt.com.pk) and send the same to the Share Registrar and





Transfer Agent of the Company. In case of shares held as book-entry securities, the said information would be required to be provided to Central Depository System ("CDS"), through CDS Participants.

**10. Circulation of Annual Audited Financial Statements and Notice of AGM to Members through E-mail:**

SECP through its Notification No. SRO 787 (I)/2014, dated September 08, 2014, has allowed companies to circulate Annual Audited Financial Statements along with Notice of Annual General Meeting ("AGM") to its members through email. The shareholders who desire to receive Annual Audited Financial Statements and Notice of AGM through email are requested to fill the requisite form titled 'Standard Request Form' placed on the website and send it to the Company Secretary at the Registered Office of the Company. In case any member, subsequently, requests for hard copy of Annual Financial Statements, the same shall be provided free of cost within seven days of receipt of such request.

**11. Transmission of Annual Reports through CD/DVD/USB:**

The Company, as allowed by SECP Notification No. SRO 470 (I)/2016, dated May 31, 2016, and per the consent of the shareholders of the Company accorded in the 7<sup>th</sup> AGM of the Company held on 26 October 2016 has circulated the Annual Report including Audited Financial Statements for the year ended June 30, 2020, Notice of Annual General Meeting, and other information contained therein of the Company to shareholders through electronic medium, i.e., DVD at their registered addresses instead of transmitting the said annual accounts in hard copies. However, a shareholder may request to the Company Secretary at the Registered Office of the Company to provide hard copy of Annual Audited Accounts instead of DVD and the same will be provided at his/her registered addresses, free of cost, within one week of the demand. In this regard, a 'Standard Request Form' has been placed on website of the Company for shareholders to communicate the need of hard copies of the Annual Audited Accounts instead of sending the same through DVD. A shareholder may also prefer to receive hard copies for all future Annual Audited Accounts.

**12. Deposit of Physical Shares into CDC Account:**

The Shareholders having physical shareholding may open CDC sub-account with any of the brokers or Investor Account directly with CDC to place their physical shares into script-less form. This will facilitate them in many ways including safe custody and sale of shares, any time they want, as the trading of physical shares is not permitted as per existing regulations of the Stock Exchange. Further, Section 72 of the Act states that after the commencement of the Act from a date notified by SECP, a company having share capital, shall have shares in book-entry form only. Every existing company shall be required to replace its physical shares with book-entry form in a manner as may be specified and from the date notified by SECP, within a period not exceeding four years from the promulgation of the Act.

