

**DATA AGRO LIMITED**  
Suite 5, The Polo Residence, Opposite Allama Iqbal  
International Airport, Adjacent Sector A, Phase-8, Lahore,  
Pakistan 54000 Ph: 35755165, Fax: 35757165  
Email: data@brain.net.pk



## NOTICE OF 28<sup>TH</sup> ANNUAL GENERAL MEETING

Notice is hereby given that the 28<sup>th</sup> Annual General Meeting of Shareholders of Data Agro Limited will be held on Wednesday October 28, 2020 at 11:30 A.M. at the Registered Office of the Company, Suite 5, The Polo Residence, Opposite Allama Iqbal International Airport, Adjacent Sector-A, Phase-8, DHA, Lahore. to transact the following business.

1. To confirm the minutes of 27<sup>th</sup> Annual General Meeting held on October 28, 2019.
2. To receive and adopt the Audited Accounts of the Company along with Directors and Auditors reports thereon, for the year ended June 30, 2020.
3. To appoint Auditors of the company for the year ended June 30, 2021 and to fix their remuneration. The retiring Auditors M/s Sarwars Chartered Accountants, being eligible has offered themselves for reappointment.
4. . Any other business with the permission of the chair.

BY ORDER OF THE BOARD  
(SUHAIL MEHMOOD)  
Company Secretary

06 October 2020  
Lahore.

### **CORONAVIRUS; CONTINGENCY PLANNING FOR ANNUAL GENERAL MEETING:**

In light of the threat posed by the COVID-19 situation, the Securities and Exchange Commission of Pakistan (SECP) has advised companies to modify their usual planning for general meetings in order to ensure safety and well-being of shareholders and the public at large through Circular No. 5 of 2020 dated: March 17, 2020 and Circular No. 25 of 2020 dated: August 31, 2020.

Accordingly, the Company will be providing the facility to all shareholders to participate in the AGM through video link while ensuring compliance with the quorum requirements.

The shareholders intending to participate in the meeting via video link are hereby requested to share following information with the office of Company Secretary (address mentioned below) earliest but not later than 48 hours before the time of the AGM i.e. before 11:30 a.m. on October 28, 2020.

#### **Required information:**

Shareholder Name, CNIC Number, Folio/CDC Account No., Mobile Phone Number\* and Email address\*

\*Shareholders are requested to provide active mobile number and email address to ensure timely communication.

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**Modes of Communication**

The above mentioned information can be provided through following modes:

- a) Mobile/WhatsApp: 0321-4458932
- b) Email: sohailamt@yahoo.com

Video link details and login credentials (ZOOM Application) will be shared with those shareholders who provide their intent to attend the meeting containing all the particulars as mentioned above on or before October 28, 2020 by 10:30 a.m.

Shareholders are also encouraged to provide their comments and queries on the agenda items of the AGM through above contact number/email address which will be appropriately addressed in the meeting.

**Notes:**

1. The share transfer books of the company will remain closed from October 21, 2020 to October 28, 2020(both days inclusive).
2. A member entitled to attend and vote at the above meeting may appoint another as proxy. Proxies in order to be effective must be received at the Registered Office of the Company not later than forty eight hours before the time of meeting and must be duly stamped, signed and witnessed.
3. Members are requested to notify the Company of the any change in their addressed, if any to the Company's Share Registrar M/s Hameed Majeed Associates (Pvt.) Ltd at H.M House 7-Bank Square, Lahore.
4. SECP through its Notification SRO 787 (I)/2014 dated September 8, 2014 has allowed the circulation of Audited Financial Statements along with Notice of Annual General Meeting to the members of the Company through e-mail. Therefore, all members of the Company who which to receive soft copy of Annual Reports are requested to send their e-mail address. The consent form for electronic transmission could be downloaded from the Company's website: [www.dataagrolimited.com](http://www.dataagrolimited.com).
5. The Company shall, however, provide hard copy of the Audited Financial Statement to its shareholders, on request, free of cost, within seven days of receipt of such request.
6. Attested copies of CNIC of the passport of the beneficial owner and the proxy shall be furnished with the proxy form.
7. 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.