

# **SHAKARGANJ LIMITED**

## **NOTICE OF 53<sup>rd</sup> ANNUAL GENERAL MEETING**

Notice is hereby given that the 53<sup>rd</sup> Annual General Meeting (“AGM”) of shareholders of Shakarganj Limited (the “Company”) will be held on Thursday, 28 January 2021 at 11:00 a.m through video-link to transact the following Ordinary Business:

1. To receive, consider and adopt the Chairman’s Review Report, Reports of Directors and Auditors together with Audited Consolidated and Un-Consolidate Annual Financial Statements of the Company for the year ended 30 September 2020.
2. To appoint Company’s auditors and to fix their remuneration. The members are hereby notified that the Audit Committee and the Board of directors have recommended the name of M/s. Riaz Ahmad & Company, Chartered Accountants for re-appointment as auditors of the Company.

BY ORDER OF THE BOARD

**Asif Ali**

Company Secretary

Lahore: 04 January 2021

### **Notes:**

In view of the SECP instructions due to Pandemic Covid19, the AGM will be conducted virtually via video link for safety and well-being of the shareholders of the Company and general public. The AGM can be attended using smart phones/tablets/computers. To attend the meeting through video link, members and their proxies are requested to register themselves by providing the following information along with valid copy of Computerized National Identity Card (both sides)/passport, attested copy of board resolution / power of attorney (in case of corporate shareholders) through WhatsApp at 0300-0801554 or email at [asif.malik@shakarganj.com.pk](mailto:asif.malik@shakarganj.com.pk) by 26 January 2021.

<b>Name of member</b>	<b>CNIC No.</b>	<b>CDC Account No/Folio No.</b>	<b>Cell Number.</b>	<b>Email address</b>

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 [asif.malik@shakarganj.com.pk](mailto:asif.malik@shakarganj.com.pk) or WhatsApp at 0300-0801554. The Company shall ensure 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.

### **Book Closure and Proxies:**

The Share Transfer Books of the Company will remain closed from 21 January 2021 to 28 January 2021 (both days inclusive). Transfers received in order at the office of our Share Registrar, M/s CorpTec Associates (Pvt) Limited, 503-E, Johar Town, Lahore by the close of business on 20 January 2021, will be treated in time for the entitlement to attend, speak and vote at the AGM.

A member entitled to attend and vote at this meeting may appoint any other member as his/her proxy to attend and vote instead of him/her and a proxy so appointed shall have the same rights, as respects attending, speaking and voting at the AGM as are available to the members. The proxy form shall be witnessed by two persons, whose names, addresses and CNIC numbers shall be mentioned on the form. A Proxy must be a member of the Company.

The instrument appointing a proxy and the power of attorney or other authority under which it is signed or a notarial attested copy of the power of attorney must be deposited at the Registered Office of the Company at least 48 hours before the time of the meeting. Proxy Forms, in English and Urdu languages, have been dispatched to the members along with the notice of AGM.

#### **CNIC/IBAN for E-Dividend Payment:**

The provisions of Section 242 of the Companies Act, 2017 require the listed companies that any dividend payable in cash shall only be paid through electronic mode directly into the bank account of designated by the entitled shareholders. Accordingly, the shareholders holding physical shares are requested to provide the Company's Share Registrar at the address given herein above, electronic dividend mandate on E-Dividend Form provided in the annual report and also available on website of the Company. In the case of shares held in CDC, the same information should be provided to the CDS participants for updating and forwarding to the Company. In case of non-submission, all future dividend payments may be withheld.

#### **Zakat Declarations:**

The members of the Company are required to submit Declarations for Zakat exemption to the Company in terms of Zakat and Ushr Ordinance, 1980.

#### **Circulations of Annual Reports through CD/DVD/USB/ Email**

The shareholders who wish to receive hard copy of the aforesaid documents may send to the Company Secretary / Share Registrar, the Standard Request Form provided in the annual report and also available on the website of the Company and the Company will supply hard copies of the aforesaid document to the shareholders on demand, free of cost, within one week of such demand. The shareholders who intend to receive the annual report including the notice of meeting through e-mail are requested to provide their written consent on the Standard Request Form provided in the annual report and also available on the Company's website: [www.shakarganj.com.pk](http://www.shakarganj.com.pk).

#### **Unclaimed Dividend and Bonus Shares**

Shareholders, who by any reason, could not claim their dividend or bonus shares or did not collect their physical shares, if any, are advised to contact our Share Registrar M/s Corptec Associates (Private) Limited, 503-E, Johar Town, Lahore, to collect/enquire about their unclaimed dividend or pending shares, if any.

### **Placement of Financial Statements**

The Company has placed the Annual Report containing, notice of Annual General Meeting, Audited Consolidated and Un-Consolidate Annual Financial Statements for the year ended 30 September 2020 along with Auditors and Directors Reports thereon and Chairman's Review on its website: [www.shakarganj.com.pk](http://www.shakarganj.com.pk)