



NOTICE OF 61ST ANNUAL GENERAL MEETING

Notice is hereby given that the 61st Annual General Meeting (AGM) of the Shareholders of The Universal Insurance Company Limited will be held on Friday April 30, 2021 at 10:30 A.M. at the registered office of the Company at Universal Insurance House, 63-Shahrah-e-Quaid-e-Azam, Lahore to transact the following business:-

A. ORDINARY BUSINESS

- To confirm the minutes of the Annual General Meeting of the Company held on May 21, 2020 at Lahore.
- To receive, consider, approve and adopt the annual audited accounts of the Company for the year ended December 31, 2020 and reports of the directors and auditors thereon.
- To appoint auditors for the year ending December 31, 2021 and to fix their remuneration. The Board on recommendation of Audit Committee of the company has recommended the appointment of M/s. Junaidy Shoaib Asad Chartered Accountants as external auditor for the year 2021 being eligible, have offered themselves for re-appointment.

B. ANY OTHER BUSINESS

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

By Order of the Board
(Liaqat Ali Shaukat)
Company Secretary

Dated: April 08, 2021

NOTES

- Considering the situation on the spread of the COVID-19 and to protect the wellbeing of shareholders, the Company has decided to facilitate its shareholders by also allowing the shareholders to attend the meeting through video link. For this, the shareholders are requested to register themselves by sending an email along with the following particulars at info@uic.com.pk before close of business hours on April 26, 2021.

Name of shareholder	CNIC No.	Folio No./ CDC Account No.	Contact No.	Email Address
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The shareholders can also provide their comments / questions for the proposed agenda items of the AGM at the email address info@uic.com.pk.

- The Share Transfer Books of the Company will remain closed from April 23, 2021 to April 30, 2021 (both days inclusive). Transfer received in order at the office of the Company Share Registrar M/s. Hameed Majed Associates, H.M House, 7-Bank Square Lahore up to the close of business on April 22, 2021 will be considered in time to attend and vote at the meeting.

- A member entitled to attend and vote at the meeting may appoint another member as his/ her proxy to attend and vote instead of him/ her. Proxies, in order to be effective, must be received at the Registered Office of the Company duly stamped, signed and witnessed not later than 48 hours before the meeting. A member shall not be entitled to appoint more than one proxy.

- CDC shareholders are requested to bring their original CNIC card, Account, Sub account numbers and participant's Number in Central Depository Company (CDC) for identification purpose for attending the meeting. In case of Corporate entity, the Board of Director'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.

- Shareholders are requested to immediately notify shares registrar of the company promptly of any change in their addresses, if any and submit copy of valid CNIC if not submitted yet.

- Form of proxy is appended to the annual report in both English and Urdu languages and can be downloaded from the Company's website.

- The audited financial statements of the company for the year ended December 31, 2020 have been placed on the company website www.uic.com.pk.

- Members who desire to receive annual financial statements and notice of annual general meeting of the company through email in future are hereby requested to convey their consent to company secretary at email address info@uic.com.pk via email on a standard request form which is available on company website. It is the responsibility of the member to timely update of any change in their registered email address. Members can request a hard copy of Audited Financial Statements which shall be provided free of cost within seven days from the date of requisition.

- As per Section 72 of the Companies Act, 2017 every existing listed 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 the Commission, within a period not exceeding four years from the commencement of this Act i.e., May 30, 2017.

The Shareholders having physical shareholding are encouraged to open CDC sub-account with any of the brokers or investor Account directly with CDC to place their physical shares into scrip 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 Pakistan Stock Exchange.

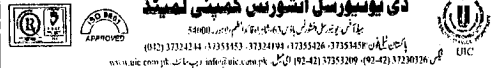
- As per provision of Section 244 of the Companies Act, 2017, any dividend which has been declared by a company but has not been paid or claimed within time stipulated in Section 242 and Dividend Regulations, the Company shall within 15 days of the expiry of the said period transfer the total amount of dividend which remains unpaid or unclaimed to a separate profit bearing account to be called the unpaid dividend account. In this regard, the Company is in the process of opening separate bank account to be termed as "Unpaid Dividend Account".

Consent for Video Conference Facility

Pursuant to section 132(2) of the Companies Act, 2017, if the Company receives consent from members holding in aggregate 10% or more shareholding, residing at geographical location, to participate in the meeting through video conference at least seven (7) days prior to the date of meeting, the Company will arrange video conference facility in that city subject to availability of such facility in that city. The Company will intimate members regarding venue of video conference facility at least 5 days before the date of general meeting. In order to avail this facility please provide following information to the registered office of the Company:

I/we _____ of _____ being a member of The Universal Insurance Co. Ltd., holder of _____ Ordinary Share(s) as per Folio CDC Account No. _____ hereby opt for video conference facility at _____ Signature of Member(s)

جمرات 24 شعبان المعظم 1442ھ 18 اپریل 2021ء 26 جیت 2077ھ



61 ویں سالانہ اجلاس عام کی اطلاع

مطلع کیا جاتا ہے کہ یونیورسل انشورنس کمپنی لمیٹڈ (AGM) کے 61 ویں سالانہ اجلاس عام (AGM) بروز پیر 30 اپریل 2021ء کو 10:30 بجے کمپنی کے رجسٹرڈ دفتر واقع یونیورسل انشورنس ہاؤس 63، شاہراہ قائد اعظم لاہور میں منعقد ہوگا۔ اس کی اجلاس کیلئے متعلقہ کیا جائے گا۔

الف۔ عوامی ناموں

- 1۔ سالانہ اجلاس عام منعقد 21 مئی 2020ء کو لاہور کی کارروائی کی تھی۔
- 2۔ 31 دسمبر 2020ء تک کل ہونے والے سال کے لئے کمپنی کے آڈٹ شدہ اکاؤنٹس میں ڈائریکٹرز اور آڈیٹرز کی رپورٹس کی وصولی اور خوش اور مستحضر۔

4۔ سال 2021ء کے لئے آڈیٹرز کی رپورٹ اور ان کے مشاہیر کا کمپنی کی آڈٹ کیلئے کیلئے شہادت پر پورے سال 2021ء کے لئے پیئر ریزولوشن شیب اسد چارٹرڈ اکاؤنٹنٹس کی بطور ایکسٹرنل آڈیٹرز تقرری کی منظوری کی ہے۔ جنہوں نے اہلیت کی بنیاد پر دوبارہ تقرری کے لئے اپنی خدمات پیش کی ہیں۔

ب۔ کنگلنگ ممبران

فائبر بینک کی اجازت سے کی گئی کارروائی کی تھی۔

مجموعہ

(لیاقت علی شاکت)
کمپنی سیکریٹری

سورہ 108، اپریل 2021ء

- 1۔ COVID-19 کے پھیلاؤ کی وجہ سے یونیورسل انشورنس کمپنی کے تمام سالانہ اجلاس کو اجلاس میں شرکت کرنے کیلئے ویڈیو لنک کے ذریعے اجلاس فراہم کرنے کا فیصلہ کیا ہے۔ اسلئے جس سالانہ اجلاس کے گزشتہ 26 اپریل 2021ء کو کارروائی کے اختتام سے قبل درج ذیل معلومات کے ساتھ info@uic.com.pk پر ای میل بھیج کر اپنا رجسٹرڈ نام کریں۔

شیر ہولڈر کا نام	سی آر ڈی سی نمبر	فولیو نمبر یا سی آر ڈی سی نمبر	ریجنسٹر	ای میل ایڈریس
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جس سالانہ اجلاس AGM کا تجویز کردہ ایجنڈا فراہم کیا گیا ہے info@uic.com.pk کے ذریعے اپنا رجسٹرڈ نام فراہم کریں گے ہیں۔

- 2۔ کمپنی کی منظم اجلاس کی سب سے پہلی 30 اپریل 2021ء (دونوں دن شامل) کے بعد جس کی اجلاس کیلئے پیئر ریزولوشن فراہم کرنا ضروری ہے۔ اس سالانہ اجلاس کے آڈٹ شدہ اکاؤنٹس میں ڈائریکٹرز اور آڈیٹرز کی رپورٹس کی وصولی اور خوش اور مستحضر۔

- 3۔ سالانہ اجلاس عام منعقد 21 مئی 2020ء کو لاہور کی کارروائی کی تھی۔

- 4۔ CDC shareholders are requested to bring their original CNIC card, Account, Sub account numbers and participant's Number in Central Depository Company (CDC) for identification purpose for attending the meeting. In case of Corporate entity, the Board of Director'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.

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مجموعہ

(لیاقت علی شاکت)
کمپنی سیکریٹری

سورہ 108، اپریل 2021ء