



**DON'T ONLY ASK FOR GELATINE !  
INSIST ON "HALAL"  
GELATINE AND ITS PRODUCTS**

**LEINER PAK GELATINE LIMITED**

**NOTICE OF EXTRA ORDINARY GENERAL MEETING**

Notice is hereby given that an Extra Ordinary General Meeting of **LEINER PAK GELATINE LIMITED**, will be held at its Registered Office, **17/G, Gulberg-2, Lahore-54660**, on Tuesday 18<sup>th</sup> January, 2022 at 10.00 a.m. to transact the following business:

**ORDINARY BUSINESS:**

- 1- Recitation from the Holy Qur'aan.
- 2- To confirm the minutes of The Annual General Meeting of the Company held on 28<sup>th</sup> October, 2021.
- 3- To elect seven Directors of the Company as fixed by the Board, for a period of three years commencing from 18<sup>th</sup> January, 2022 in accordance with the provisions of the Section 159(1) of the Companies Act, 2017.  
The following are retiring Directors who shall be eligible for re-election:

1-Khwaja Imtiaz Ahmed	2-Ijaz Ahmed Khwaja
3-Ibrar Ahmed Khwaja	4-Rashid Minhas
5-Ahmed Ali Riaz	6-Mian Zia ud Din
7-Ayesha Ahmed	
- 4- To transact any other business with the permission of the Chair.

LAHORE:

Dated : December 28, 2021.

**[ IBRAR AHMED KHWAJA ]**  
Company Secretary

**NOTES:**

- 1- The Share Transfer Books of the Company will remain closed from 12<sup>th</sup> January, 2022 to 18<sup>th</sup> January, 2022 (both days inclusive).
- 2- Only those members whose names appear in the register of members of the Company as on January 11, 2022 are entitled to attend and vote at the meeting.
- 3- Any person who seeks to contest an election to the office of Director shall, whether he/she is a retiring Director or otherwise, file with the Company at its Registered Office not later than fourteen (14) days before the date of the meeting, the following:
  - (a) A notice of his/her intention to offer himself/herself for election as a Director;
  - (b) A declaration (copy may be obtained from Registered Office) on the matters required by the Code of Corporate Governance;
  - (c) A consent on Form 28; and
  - (d) A copy of Computerized National Identity Card (CNIC).

### **Statement of Material Facts under section 166 (3) of the Companies Act**

- 4- Independent Director(s) will be elected through the process of election of director in terms of section 159 of the Act and they shall meet the criteria laid down in Section 166 of the Act, and the Companies (Manner and Selection of Independent Directors) Regulation, 2018, accordingly the following additional documents are to be submitted by candidates of directors as independent director:
  - a) Declaration by Independent Director(s) under clause 6(3) of the Listed Companies (Code of Corporate Governance) Regulation 2019; and
  - b) Undertaking on non-judicial stamp paper that he/she meet the requirements of sub-regulation (1) of Regulation 4 of the Companies (Manner and Selection of Independent Directors) Regulations, 2018.
- 5- Members are requested to notify changes immediately, if any, in their registered address at M/S Corplink (Pvt) Limited, Wings Arcade, 1-K Commercial, Model Town, Lahore. The Registrar and share registration office of the Company.
- 6- Members who have not yet submitted photocopy of their Computerized National Identity Cards (C.N.I.C) to the Company are requested to send the same at the earliest .
- 7- CDC Account Holders will further have to follow the under-mentioned guidelines as laid down by the Securities and Exchange Commission of Pakistan.
- 8- A Member entitled to attend and vote at the Meeting is entitled to appoint a proxy to attend and vote on his / her behalf provided such proxy is also a Member.
- 9- An instrument of proxy and the Power of Attorney or other authority (if any) under which it is signed, or a Notary Public Certified copy of such Power of Attorney, in order to be valid, must be deposited with the Company's Share Registrar, Corplink (Pvt) Limited not later than (48) forty-eight hours before the time of holding the Meeting.
- 10- Form of proxy is herewith enclosed.
- 11- CDC Account Holders are in addition required to follow the guidelines of circular No. 1 dated January 26, 2000 of the SECP for attending the Meeting:
  - (i) In case of individuals: The account holder or sub account holder and / or the person whose securities are registered on CDS; and their registration details are uploaded as per the regulations, shall authenticate his / her identify by showing his / her original CNIC or original passport at the time of attending the Meeting. Members are also required to bring their Participants I.D. Number and Account Numbers in CDS.
  - (ii) In case of a corporate entity: Board of Directors Resolution / Power of Attorney with specimen signature of nominee shall be produced (unless it has been provided earlier) at the time of the Meeting.

### **Postal Ballots**

- 12- In accordance with the Companies (Postal Ballot) Regulations, 2018, Members may cast their votes through postal ballot. To facilitate this, the Company will publish the requisite ballot paper in newspaper together with its placement on the Company's website, if required at least seven (7) days before the election date subject to fulfilling the requirements of Section 143 and 144 of the Companies Act.

### **Video Conference Facility and Attendance**

- 13- Due to prevailing situation caused by Covid-19 pandemic, SECP has instructed listed companies to modify their usual planning for general meetings. Accordingly, Members may attend the Meeting virtually. To attend the Meeting virtually, a Member is required to send an e-mail to [shares@corplink.com.pk](mailto:shares@corplink.com.pk) with e-mail address, name, folio number, CNIC Number and number of shares held in his / her name with subject "Registration for EOGM of LPGL". A video link to join the Meeting will be shared with Members whose e-mails, containing all the required particulars, are received not later than 48 (forty-eight) hours before the time of the Meeting.

Members attending the Meeting in person will be required to comply with SOPs protocols / guidelines for their own and others safety.

- 14- Members are requested to immediately notify change of address to the Company's Share Registrar at the following address:

Corplink (Pvt) Limited,  
Wings Arcade, 1-K Commercial,  
Model Town,  
Lahore.