

# Sazgar Engineering Works Limited

## NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that 31<sup>st</sup> Annual General Meeting of **Sazgar Engineering Works Limited** will be held at All Seasons Wedding & Banquet Hall, Lala Zar Commercial Market, Thokar Niaz Baig, Opp Yasir Broast, 0.5 KM-Raiwind Road, Lahore on Wednesday, October 26, 2022 at 11:15 A.M. to transact the following businesses:

### ORDINARY BUSINESSES:

1. To receive, consider and adopt the Audited Annual Financial Statements of the Company for the year ended 30<sup>th</sup> June, 2022 together with the Directors' Report, Auditors' Report and Chairperson's Review Report.
2. To appoint Auditors and to fix their remuneration for the year ending June 30, 2023. The present auditors M/s H.Y.K & Co. Chartered Accountants, retire and being eligible, offer themselves for re-appointment. The Audit Committee and the Board of Directors have recommended their re-appointment.

By order of the Board

Lahore  
October 05, 2022

**Arshad Mahmood**  
(Company Secretary)

### Notes:

- a. The share transfer books of the company will remain closed from October 20, 2022 to October 26, 2022 (both days inclusive). Transfers received in order at the share registrar office M/s Corp Tec Associates (Pvt.) Ltd., 503-E, Johar Town, Lahore at the close of business on 19<sup>th</sup> October, 2022 will be treated in time for entitlement to attend the Annual General Meeting.
- b. A member entitled to attend and vote at this meeting may appoint another member as his/her proxy to attend the meeting and vote for his/her behalf. Proxies in order to be effective must be

received at the Share Registrar Office duly stamped and signed not less than 48 hours (working days only) before the time of holding of the meeting.

**CDC Account Holders will further have to follow the guidelines as laid down in Circular 1 dated January 26, 2000 issued by Securities and Exchange Commission of Pakistan for attending the meeting and appointment of proxies.**

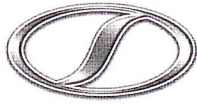
- c. Members are requested to promptly communicate the change in their addresses, if any, to the Company's share registrar.
- d. In accordance with the provision of section 223 (7) of the Companies Act 2017, the financial statements and reports of the Company for the year ended June 30, 2022 have been placed on the Company's web site [www.sazgarautos.com](http://www.sazgarautos.com) for the information of shareholders.
- e. Pursuant to the provisions of the Companies Act, 2017, members can avail video conference facility to participate in this Annual General Meeting provided that the Company receives consent from the members holding in aggregate 10% or more shareholding, residing in a city, at least seven (7) days prior to the date of meeting. Subject to the fulfillment of the above conditions, members shall be informed of the venue along with complete information necessary to access the facility. Format of request form has been placed on the Company's website.
- f. Pursuant to the Securities and Exchange Commission of Pakistan's notification S.R.O 470(1)/2016 dated 31 May, 2016, the shareholders of the Company in EOGM of the Company held on 18<sup>th</sup> March 2017 had accorded their consent for transmission of annual reports including audited annual financial statements, notices of annual general meetings and other information contained therein of the Company through CD or DVD or USB instead of transmitting the same in hard copies. Accordingly, the Company has sent its Annual Report 2022 in the form of CD. The shareholders who wish to receive hard copy of

**Registered Office:** 88-Ali Town, Thokar Niaz Baig, Raiwind Road, Lahore. Pakistan

Ph: +92-42-35291573-74, 35297861-62 Fax: +92-42-35297863, E-mail: [sazgar@brain.net.pk](mailto:sazgar@brain.net.pk), [info@sazgarautos.com](mailto:info@sazgarautos.com), URL: [www.sazgarautos.com](http://www.sazgarautos.com)

**Factory Unit-1 :** 18 Km, Raiwind Road, Lahore. Pakistan. Ph: +92-42-35330300-2, Fax: +92-42-35330329

**Factory Unit-2 :** Western Tank Link Road, Near Ijtamah Chowk, Sunder Road, Raiwind, Lahore. Pakistan. Ph: +92-42-35398671-72



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the Annual Report 2022 may send their requests to the Company Secretary / Share Registrar as per the Standard Request Form which is available on the website of the Company. The Company will supply hard copies of the aforesaid document to the shareholders free of cost, within one week of such request. 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 available on the Company's website.

Companies Act, 2017, the Company shall consider Postal Balloting facility for voting, under the Companies (Postal Ballot) Regulations, 2018.

- g. The members may attend the AGM online through ZOOM, by following the below guidelines:

(i) The member shall get himself/herself registered by sending his/her request to the Company at e-mail ID [company.secretary@sazgarautos.com](mailto:company.secretary@sazgarautos.com) as per Standard Request Form available on the Company's website ([www.sazgarautos.com](http://www.sazgarautos.com)) or can send his/her request to the Company Secretary at 88-Ali Town, Thokar Niaz, Baig, Raiwind Road, Lahore, along with a legible copy of CNIC not later than October 18, 2022.

(ii) Zoom Link shall be sent by the Company only on email ID or Mobile/Whatsapp Number mentioned in Standard Request Form.

(iii) Members may send their comments / suggestions on any of the agenda item to Company Secretary on email ID; [company.secretary@sazgarautos.com](mailto:company.secretary@sazgarautos.com) or whatsapp no. 0321 8469016 not later than October 18, 2022.

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

The Physical Shareholders having physical shareholding are encouraged to open CDC Investor Account with CDC or CDC Sub-Account with any of the brokers to place their physical shares into Script less form.

- i. In case the Poll is demanded by the shareholders under section 143 of the

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