



# FECTO CEMENT LTD.

**Registered Office :** Plot # 60 - C, Khayaban-e-Shahbaz, Phase VI, Defence Housing Authority, Karachi - 75500 Pakistan. **PBX :** (+9221) 35248921 - 22 - 23 & 24 **Fax:** (+9221) 35248925  
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FCL/SHD/47-2022/ 487

The General Manager  
Pakistan Stock Exchange Limited  
Stock Exchange Building  
Stock Exchange Road  
Karachi

October 04, 2022

## NOTICE OF ANNUAL GENERAL MEETING

Dear Sir,

As required by listing Regulations, we are pleased to enclose to a copy of Notice to be published in Newspapers regarding holding of 41<sup>st</sup> Annual General Meeting on October 28, 2022.

Thanking you

Yours faithfully  
For FECTO CEMENT LIMITED

  
(ABDUL WAHAB)  
Company Secretary

# FECTO CEMENT LIMITED

## NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the 41<sup>st</sup> Annual General Meeting of the Members of **FECTO CEMENT LIMITED** will be held on **Friday, October 28, 2022 at 11.00 a.m.** at Royal Rodale Sports and Recreational Complex situated at TC-V, 34th Street, Kh-e-Sehar, Phase V, Ext, Defence Housing Authority, Karachi to transact the following businesses:

### ORDINARY BUSINESS

- 1) To confirm the minutes of Annual General Meeting held on Thursday October 28, 2021.
- 2) To receive, consider and adopt the Annual Audited Financial Statements of the Company for the year ended June 30, 2022 together with the Directors' and Auditors' Reports thereon.
- 3) To appoint Auditors for the year ending June 30, 2023 and fix their remuneration. Present auditors M/s. Rahman Sarfarz Rahim Iqbal Rafiq, Chartered Accountants retires and being eligible have offered themselves for the re-appointment.
- 4) To transact any other business with the permission of the Chair.

By Order of the Board

(ABDUL WAHAB)

COMPANY SECRETARY

Karachi: October 01, 2022

### Notes:

#### 1) Closure of Share Transfer Books

The Share Transfer Books of the Company will remain closed from Friday, October 21, 2022 to Friday, October 28, 2022 (both days inclusive). Transfers received in order by our Shares Registrar FD Registrar Services (Private) Limited 17<sup>th</sup> Floor Saima Trade Centre, Tower A, I.I. Chundrigar Road, Karachi at the close of business on Thursday, October 20, 2022 will be considered in time for the purpose of Annual General Meeting.



## 2) Request for Video Conference Facility

In terms of SECP's Circular No. 4 of 2021 dated February 15, 2021 and in compliance of provisions contained under section 134(1)(b) of the Act, the Company will provide video link facility to those members who intend to attend meeting via video link if the Company receives request /demand from such members at least 48 hours prior to the date of meeting, the Company.

In this regard, please fill the following form and submit to the registered address of the Company 48 hour before holding of the AGM. After receiving the request/demand of members, the Company will provide members with video link details and login credential along with complete information necessary to enable them to access such facility.

Shareholders can also provide their comments/suggestions on the proposed agenda items of AGM by emailing the same to [cement@fectogroup.com](mailto:cement@fectogroup.com). The log in facility will remain open from the start of meeting at 11.00 a.m. till its conclusion.

### REQUEST FOR VIDEO CONFERENCE FACILITY

I/We/Messrs. \_\_\_\_\_ of \_\_\_\_\_  
being Member(s) of Fecto Cement Limited, holder of \_\_\_\_\_  
ordinary share(s) as per Folio # \_\_\_\_\_ and / or CDC Participant  
ID & Sub- Account No. \_\_\_\_\_, hereby, opt for video  
conference facility at \_\_\_\_\_ city.

Signature of the Member(s)  
(please affix company stamp incase  
of corporate entity)

## 3) Participation in General Meeting and appointment of proxies

A member of the Company entitled to attend and vote at this meeting may appoint another member as a proxy to attend, speak and vote instead of him/her. An instrument appointing a proxy must be received at the Registered Office of the Company not later than forty eight hours before the time of holding the Meeting. The proxy shall produce his/her CNIC or passport to prove his/her identity. CDC Account Holders will have to further follow the guidelines as laid down in Circular No. 1 dated January 26, 2000 issued by the Securities and Exchange Commission of Pakistan.





#### **4) E- voting and Postal Ballot**

Members may exercise their right to vote as per the provisions of the Companies (Postal and Ballot) Regulations, 2018 subject to the requirements of Section 143 and 144 of the Companies Act, 2017. Further details in this regard will be communicated to the shareholders within legal time frame as stipulated under the Regulations if required.

#### **5) Intimation for Change in Address**

Members holding shares in physical form are requested to notify any change in their address to our share registrar immediately. Members holding shares in CDS system are requested to have their addresses updated with participant or CDC Investor Account Service.

#### **6) Provision of International Bank Account Number (IBAN)**

As required by the Section 242 of the Companies Act, 2017 and the Companies (Distribution of Dividends) Regulations, 2017 all listed companies are bound to pay cash dividend to their shareholders only through electronic mode directly into bank account designated by the entitled shareholder. All those shareholders who have not yet submitted their bank account details in the form of Electronic Credit Mandate form (available on the website of the Company at [www.fectogroup.com](http://www.fectogroup.com)) are requested to submit the requisite form duly signed with their CNIC to our registrar in case of physical shares. Shareholders holding their shares in CDS system are requested to submit Electronic Credit Mandate Form directly to CDC.

#### **7) Replacement of Physical Shares**

As per Section 72 of the Companies Act, 2017 every existing listed company is required to replace its physical shares into book entry form in a manner as may be prescribed by the SECP and from the date notified by the SECP within 4 years from the date of commencement of this act i.e. May 30, 2017. Members holding shares in physical form are hence encouraged to open either their CDC sub account with stock broker or investor account with CDC in order to replace their physical shares into scrip less form.

#### **8) Unclaimed Dividend and Shares**

Shareholders who could not claim their dividend and/or bonus shares, if any, due to any reasons, are requested to contact our share registrar in this regard. They can also access to list of unclaimed dividend and bonus shares uploaded on company's website at [www.fectogroup.com](http://www.fectogroup.com) for their claim, if any.



**9) Availability of Financial Statements and Reports**

Member(s) who wish to receive annual financial statements and notice of annual general meeting through email, instead of through courier/post are requested to give their consent in writing on standard request form available on the Company's website [www.fectogroup.com](http://www.fectogroup.com) to the Company with their registered Email address so the Company can provide them the same at their valid Email ID. The annual report of the Company has been uploaded on the Company's website.

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