

SC/279/2023

June 13, 2023

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

Subject: Notice of E-voting and Postal Ballot

Dear Sir,

Enclosed please find a copy of the subject Notice and Ballot Paper for the Extraordinary General Meeting of Atlas Insurance Limited to be held on June 21, 2023, for circulation amongst the TRE Certificate Holders of the Exchange.

Please note that this Notice is intended to be published in newspapers on June 14, 2023.

Thank you.

Yours Sincerely,

Muhammad Afzal
Company Secretary



Encl: As above.

Atlas Insurance Ltd.

ZONAL OFFICE: Federation House, Shahrah-e-Firdousi, Main Clifton, Karachi-75600. **Phones:** +92(21)3536 9394-6, 3537 8806-7 **UAN:** 021-111-245-000
Fax: +92(21)3537 8515

HEAD OFFICE: 63/A, Block-XX, Phase-III (Commercial), Khayaban-e-Iqbal, Defence House Authority, Lahore, Pakistan. **Phones:** +92(42)37132611-18
UAN: 042-111-245-000 **Fax:** +92(42)37132622 **Email:** info@ail.atlas.pk **Website:** www.ail.atlas.pk **N.T.N.** 2396345-0



PROCEDURE FOR ELECTRONIC VOTING FACILITY AND VOTING THROUGH POSTAL BALLOT ON SPECIAL BUSINESS

This is in continuation of Notice of Extraordinary General Meeting (EOGM) published on Wednesday, May 31, 2023.

The members are hereby notified that pursuant to the Companies (Postal Ballot) Regulations, 2018 (the Regulations) amended vide SRO 2192/(I)/2022 dated December 5, 2022, issued by the Securities and Exchange Commission of Pakistan ("SECP"), wherein, the SECP has directed all the listed companies to provide the right to vote through electronic voting facility and voting by post to the members on all businesses classified as special business.

Accordingly, the members of Atlas Insurance Limited (the "Company") can exercise their right to vote through electronic voting facility and voting by post on certain special business in the forthcoming EOGM scheduled to held on Wednesday, June 21, 2023 at 12:00 Noon at the Registered Office of the Company situated at 63/A, Block-XX, Phase III (Commercial), Khyaban-e-Iqbal, DHA, Lahore, in accordance with the requirements and subject to the conditions contained in the aforesaid Regulations.

For the convenience of the members, a ballot paper is annexed to this Notice and the same is also available on the Company's website www.ail.atlas.pk for download.

Muhammad Afzal
Company Secretary

Lahore: June 14, 2023

Procedure for E – Voting:

- (a) Details of the e-voting facility will be shared through an e-mail in due course with those members of the Company who have their valid CNIC numbers, cell numbers, and e-mail addresses available in the register of members of the Company.
- (b) The web address, login details, will be communicated to the members via email. The security codes will be communicated to the members through SMS from web portal of CDC Share Registrar Services Limited (the e-voting service provider appointed by the Company).
- (c) Identity of the members intending to cast vote through e-Voting shall be authenticated through electronic signature or authentication for login.
- (d) E-Voting lines will start from June 18, 2023, 09:00 a.m. and shall close on June 20, 2023, at 5:00 p.m. The members can cast their votes any time in this period. Once the vote on a resolution is cast by a member, he / she is not allowed to change it subsequently.

Procedure for Voting Through Postal Ballot:

- (a) The members shall ensure that duly filled and signed ballot paper along with copy of Computerized National Identity Card (CNIC) should reach to the Chairman of the meeting through post on the Company's registered address, at 63/A, Block-XX, Phase III (Commercial), Khyaban-e-Iqbal, DHA, Lahore, or email at chairman@ail.atlas.pk by the end of the business on June 20, 2023. The signature on the ballot paper shall match with the signature on CNIC.



BALLOT PAPER

For voting through post for the Special Business at the Extraordinary General Meeting (EOGM) to be held on Wednesday, June 21, 2023, at 12:00 Noon. at 63/A, Block-XX, Phase III (Commercial), Khyaban-e-Iqbal, DHA, Lahore.

Website: www.ail.atlas.pk

Folio / CDS Account Number	
Name of Shareholder / Proxy Holder	
Registered Address	
Number of shares Held	
CNIC / Passport No. (in case of foreigner) (copy to be attached)	
Additional information and enclosures (in case of representative of body corporate, corporation, and federal Government)	
Name of Authorized Signatory	
CNIC/Passport No. (in case of foreigner) of Authorized Signatory (copy to be attached)	

Special Business

2. To consider and, if thought fit, pass with or without modification, the following resolutions as special resolutions:

Resolved:

- 2.1 "that the authorized capital of the Company be and is hereby increased from Rs.1,500,000,000/- (Rupees one billion five hundred million only) to Rs.2,500,000,000,000/- (Rupees two billion five hundred million only) by creation of 100,000,000 (one hundred million) new ordinary shares of Rs.10/- each."

Further Resolved:

- 2.2 "that the Memorandum and Articles of Association of the Company be and are hereby altered by substituting the figures and words of Rs.1,500,000,000/- (Rupees fifteen hundred million only) divided into 150,000,000 (one hundred fifty million) ordinary shares of Rs.10/- each appearing in Clause V of the Memorandum of Association and Article 4 of the Articles of Association with the words and figures of Rs. 2,500,000,000/- (Rupees two billion five hundred million only) divided into 250,000,000 (two hundred fifty hundred million) ordinary shares of Rs.10/- each."

Further Resolved:

- 2.3 "that the ordinary shares when issued shall carry equal voting rights and rank pari passu with the existing ordinary shares of the Company in all respect / matters in conformity with the provisions of the Companies Act, 2017."

Further Resolved:

- 2.4 "that the Chief Executive Officer and Company Secretary be and are hereby authorized singly to do all acts, deeds and things, take any or all necessary actions to complete all legal formalities and to file requisite documents with the Registrar to effectuate and implement the aforesaid resolutions."



Instructions for Poll

1. Please indicate your vote by ticking (✓) the relevant box.

2. In case if both the boxes are marked as (✓), your poll shall be treated as "Rejected".

I / we hereby exercise my / our vote in respect of the above resolutions through ballot by conveying my / our assent or dissent to the resolutions by placing tick (✓) mark in the appropriate box below:

Resolutions	I / We assent to the Resolution (FOR)	I / We dissent to the Resolution (AGAINST)
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Agenda Item 2: as stated above

NOTES:

1. Dully filled ballot paper should be sent to the Chairman of Atlas Insurance Limited at 63/A, Block-XX, Phase III (Commercial), Khyaban-e-Iqbal, DHA, Lahore or e-mailed at chairman@ail.atlas.pk
2. Copy of CNIC/ Passport (in case of foreigner) should be enclosed with the postal ballot form.
3. Ballot paper should reach the Chairman within business hours on or before Tuesday June 20, 2023. Any postal Ballot received after this date will not be considered for voting.
4. Signature on ballot paper should match with signature on CNIC / Passport (in case of foreigner).
5. Incomplete, unsigned, incorrect, defaced, torn, mutilated, overwritten poll paper will be rejected.
6. In case of a representative of a body corporate, corporation or Federal Government, the Ballot Paper Form must be accompanied by a copy of the CNIC of an authorized person, an attested copy of Board Resolution, / Power of Attorney, / Authorization Letter etc., in accordance with Section(s) 138 or 139 of the Companies Act, 2017 as applicable. In the case of foreign body corporate etc., all documents must be attested by the Counsel General of Pakistan having jurisdiction over the member.
7. Ballot Paper form has also been placed on the website of the Company at: www.ail.atlas.pk. Members may download the Ballot paper from the website or use an original/photocopy published in newspapers.

Date: _____

Shareholder / Proxy Holder Signature / Authorized Signatory
(In case of corporate entity, please affix company stamp)