



Unilever

**UNILEVER PAKISTAN FOODS LIMITED**  
**AVARI PLAZA, FATIMA JINNAH ROAD,**  
**KARACHI - 75530**

**Annual General Meeting - Polling on Special Business**

In continuation to Notice of Annual General Meeting published on 26th March 2024 the members are hereby notified that pursuant to Companies (Postal Ballot) Regulations, 2018 amended through Notification dated December 05, 2022, issued by the Securities and Exchange Commission of Pakistan ("SECP"), wherein, 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, members of Unilever Pakistan Foods Limited (the "Company") will be allowed to exercise their right to vote through electronic voting facility or voting by post for the special business in its forthcoming Annual General Meeting to be held on 16th April 2024, at 10.30 AM, in accordance with the requirements and subject to the conditions contained in the aforesaid Regulations

**Procedure for E – Voting:**

- Details of the e-voting facility will be shared through an e-mail 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.
- The web address, login details, will be communicated to members via email. The security codes will be communicated to members through SMS from web portal of CDC Share Registrar Services Limited (being the e-voting service provider).
- Identity of the Members intending to cast vote through e-Voting shall be authenticated through electronic signature or authentication for login.
- E-Voting lines will start from 09th April 2024, 09:00 a.m. and shall close on 15th April 2024 at 5:00 p.m. Members can cast their votes any time in this period. Once the vote on a resolution is cast by a Member, he / she shall not be allowed to change it subsequently.

**Procedure for Postal Ballot**

The members shall ensure that duly filled and signed ballot paper along with copy of Computerized National Identity Card (CNIC) should reach the Chairman of the meeting through post on the Company's registered address Avari Plaza Fatima Jinnah Road, Karachi or email at one day before the Annual General Meeting on 15th April 2024, during working hours. The signature on the ballot paper shall match with the signature on CNIC.

For the convenience of the Members, ballot paper is annexed to this notice and the same is also available on the Company's website at [www.unilever.pk](http://www.unilever.pk) for download.

**BALLOT PAPER**

Ballot paper for voting through post for the Special Businesses at the Annual General Meeting to be held on Thursday, April 16, 2024, at 10:30 a.m. at The Institute Chartered Accountants of Pakistan, Chartered Accountants Avenue, Clifton, Block-8, Karachi.  
Website: [www.unilever.pk](http://www.unilever.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)	

Resolution for Special Business (1)

**Approval for Online Transmission of Annual Audited Financial Statements**

"RESOLVED that the Company may transmit the annual audited financial statements to the members via QR enabled code and weblink, in place of CD / DVD / USB, as allowed by the Securities and Exchange Commission of Pakistan vide its S.R.O. 389(I)/2023 dated 21st March 2023.

RESOLVED FURTHER that the Chief Executive Officer, Chief Financial Officer and the Company Secretary be and hereby are jointly and singularly authorized to do all such acts and take all such steps as may be necessary or desirable to give effect to the foregoing resolution."

**Instructions For Poll**

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

In case if both the boxes are marked as (V), you 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 resolution by placing tick(V) mark in the appropriate box below;

Resolution	No. of ordinary shares for which votes cast	I/We assent to the Resolution (FOR)	I/We dissent to the Resolution (AGAINST)
Special Business (1): Approval for Online Transmission of Annual Audited Financial Statements			

Notes:

- Dully filled ballot paper should be sent to the Chairman of Pakistan Unilever Pakistan Foods Limited at Avari Plaza Fatima Jinnah Road, Karachi - 75530 or e-mail at [Corporate.Secretarial@unilever.com](mailto:Corporate.Secretarial@unilever.com)
- Copy of CNIC/ Passport (in case of foreigner) should be enclosed with the postal ballot form.
- Ballot paper should reach the Chairman within business hours by or before Monday, April 15, 2024. Any postal ballot received after this date, will not be considered for voting.
- Signature on ballot paper should match with signature on CNIC/ Passport. (in case of foreigner).
- Incomplete, unsigned, incorrect, defaced, torn, mutilated, over written poll paper will be rejected.
- 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.

Ballot Paper form has also been placed on the website of the Company at: [www.unilever.pk](http://www.unilever.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)

