

SHAFFI CHEMICAL INDUSTRIES LIMITED

23-Km, Multan Road Mohlanwal, Lahore Tel: (042) 111-111-666, 37540336-7,
Fax: (042) 37540335, E.mail: shaffichechemical@diamondfoam.com

FORM-4

Ref:- SCIL/CS/015-3

Dated:- 04-10-2024

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

Subject:- **NOTICE OF ANNUAL GENERAL MEETING**

Assalam-O-Alaikum,

Please find enclosed a copy of the Notice of the Annual General Meeting to be held on 26th October, 2024 for circulation amongst your members.

Thanking you,

Yours faithfully,
For SHAFFI CHEMICAL INDUSTRIES LIMITED


ZAHOOR AHMAD
Company Secretary

Encls. As above.

Factory: Plot # 2, Gadoon Amazai Industrial Estate, Swabi, Khyber Pakhtoonkhwa, Ph (0938) 270697

NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that Annual General Meeting of Shareholders of Shaffi Chemical Industries Limited will be held on Saturday 26th October, 2024 at 10:00 A.M. at Company's Registered Office at Plot No. 2, Gadoon Amazai, Industrial Estate, Swabi, Khyber-Pakhtoonkhwa to transact the following business:

Ordinary Business

1. To confirm the minutes of the last Annual General Meeting held on 27th day of October, 2023.
2. To receive, consider and adopt the Annual Audited Financial Statements of the Company for the year ended 30th June, 2024 together with the Directors' and Auditors' Reports thereon.
3. To appoint Auditors for the financial year ending June 30, 2025 and to fix their remuneration.
4. To consider any other transactions with the permission of the chair.

BY ORDER OF THE BOARD


ZAHOOR AHMAD
Company Secretary

Lahore: 04-10-2024

Notes:

1. The share transfer books of the Company will remain closed from October 19, 2024 to October 26, 2024 (both days inclusive). Transfers received office of the at the Company's Registrars, M/s CORPLINK (PVT) LTD, Wing Arcade, 1-K, Commercial Area, Model Town, Lahore by close of business on October 18, 2024, will be treated in time.
2. A member may appoint another member as his / her proxy to attend and vote on his/her behalf. Proxies in order to be effective must be receive at the office of the company duly stamped and signed not less than 48 hours before holding of meeting. Copy of CNIC of member and proxy must be furnished with the proxy form.
3. In case of corporate entities, Board of Directors' resolution/Power of Attorney with specimen signature of the nominee shall be produced at the time of attending the meeting.
4. A member, who has deposited his/her shares in Central Depository Company of Pakistan, must bring his/her Participant ID number and account/sub account number alongwith original CNIC or Passport at the time of attending the meeting.
5. To ensure compliance with the SECP Notification SRO 831(1)2012 dated July 05, 2012 read with Notification SRO 19(1)2014 dated January 10, 2014, all members who have not yet submitted their valid CNIC/NTN/Dividend Mandate (bank account detail i.e. Name & Address of Bank and IBAN), are hereby once again requested to submit the same without further delay.
6. The shareholders intending to participate in the meeting via video link, are hereby requested to share the following information with the company secretary 10-days before the holding of Annual General Meeting.

Folio / CDC Account No.	Shareholder Name	Mobile No	Email address

The aforesaid information can be provided through the following modes:

- a) Mobile / WhatsApp : 0322-9001210
- b) Email : zahoor.ahmad@diamondfoam.com

Video link details and login credentials (Zoom Application) will be shared with those shareholders who provide their intent to attend the meeting containing all the particulars as mentioned above 5 days before the date of the Annual General Meeting.

7. Members can also avail video conference facility, in this regard, please fill the following and submit to registered address of the Company 10 days before holding of the Annual General Meeting. If the Company receives consent from members holding in aggregate 10% or more shareholding residing at a geographical location, to participate in the meeting through video conference at least 10 days prior to date of the meeting, the Company will arrange video conference facility in the city subject to availability of such facility in that city.

"I/We, _____ of _____, being a member of Shaffi Chemical Industries Limited, holder of _____ ordinary share(s) as per Registered Folio No. _____ hereby opt for video conference facility at _____."

The Company will intimate members regarding venue of video conference facility at least 5 days before the date of the Annual General Meeting along with complete information necessary to enable them to access the facility.

8. As per Section 72 of the Act, all listed companies are required to replace shares issued by them in physical form to book-entry form within four years of the promulgation of the Act. Accordingly, all shareholders of Shaffi Chemical Industries Limited having physical folios / share certificates are requested to convert their shares into book-entry form at the earliest. Maintaining shares in book- entry form will make the process of share handling more efficient and risk free and will facilitate shareholders in the safe custody of shares. Shareholders may contact the Company or Share Registrar, M/s. Corplink (Pvt.) Ltd. I-K Commercial, Model Town, Lahore, for the conversion of physical shares into book- entry form.

9. In accordance with Section 223 of the Companies Act 2017 and pursuant to the SRO 389(1)2023 of March 21, 2023 the audited financial statements of the company for the year ended June 30, 2024 together with Director's Report, Auditor's Report & the Chairman's Review Report thereon have been placed at the Company's website and can be accessed through following QR enabled code.



www.scil.com.pk/financial-report/

In addition to the above the printed copies of these financial statements can be provided to members upon request.