

## شفاانٹرنیشنل هسپتال اسلام آباد

### Shifa International Hospitals Ltd.

Sector: H-8/4, Islamabad - Pakistan

Tel: 051-8463000 Fax: 051-4863182

October 05, 2024

The General Manager

Pakistan Stock Exchange Stock Exchange Building Stock Exchange Road

Karachi.

The Director

Corporate Supervision Department

Company Law Division

Securities & Exchange Commission of Pakistan

NIC Building, Jinnah Avenue, Blue Area,

Islamabad.

Subject:

NOTICE OF ANNUAL GENERAL MEETING

Dear Sir(s),

Enclosed please find the notice of the Annual General Meeting of the Company scheduled to be held on Monday, October 28, 2024 at 1100 hours at the registered office of the Company situated at Sector H-8/4, Islamabad.

In this connection, the share transfer books of the Company will remain closed from October 19, 2024 to October 28, 2024 (both days inclusive).

The said notice shall be published in the newspapers (i.e. in all editions of Business Recorder and Express News) on Monday, October 07, 2024.

You may please inform the TRE Certificate Holders of the Exchange accordingly.

Thanking you,

MUHAMMAD NAEEM

slamabad

Company Secretary



### شفاانٹرنیشنل هسپتال اسلام آباد

### Shifa International Hospitals Ltd.

Sector: H-8/4, Islamabad - Pakistan

Tel: 051-8463000 Fax: 051-4863182

#### NOTICE OF THE 38TH ANNUAL GENERAL MEETING

Notice is hereby given that the 38th Annual General Meeting (AGM) of the members of Shifa International Hospitals Limited (the "Company") will be held at the Company's registered office (C-0 Auditorium) situated at Sector H-8/4, Islamabad, which may also be attended through video-link (Zoom Application) on Monday, October 28, 2024 at 1100 hours to transact the following business:

#### ORDINARY BUSINESS

- 1. To confirm the minutes of the Extraordinary General Meeting of the Company held on June 15, 2024.
- 2. To receive, consider and adopt the Audited Financial Statements (consolidated and unconsolidated) of the Company for the year ended June 30, 2024 together with the Directors' and Auditors' Report thereon.
- 3. To consider, approve and authorise the payment of final cash dividend of 25% i.e. Rs. 2.5 per share of Rs. 10/- each, as recommended by the Board of Directors in addition to the interim dividend of 15% i.e. Rs. 1.50 per share already paid to the shareholders thus making a total of 40% i.e. Rs. 4.00 per share for the year ended June 30, 2024.
- 4. To appoint auditors for the year ending June 30, 2025 and to fix their remuneration.

By Order of the Board

Islamabad October 02, 2024 MUHAMMAD NAEEM Company Secretary

#### NOTES:

#### i) Participation in the Annual General Meeting (AGM) through video link

In order to attend the AGM through electronic facility, shareholders are requested to get themselves registered by providing the requisite details at their earliest but not later than 48 hours before the time of the AGM (i.e. by 1100 hours on October 26, 2024) through e-mail to be sent at <a href="mailto:muhammd.naeem@shifa.com.pk">muhammd.naeem@shifa.com.pk</a>

Shareholders are advised to provide the following particulars, along with the scanned copy of their CNIC and that of their proxies, if so appointed. Moreover, in the case of a corporate member, the scanned copy of the resolution of the Board of Directors/Power of Attorney with a specimen signature of the nominee must also be provided.

Name of	CNIC			Email	
Shareholder*	No.			Address**	

<sup>\*</sup>Where applicable please also give the above particulars of the proxy-holder or nominee of the shareholder

Members who are registered on or before October 26, 2024, after the necessary verification, will be provided a Zoom video-link by the Company via return email. The login facility will be opened on the date of AGM from 1055 hours till the end of the meeting.

#### ii) Closure of Share Transfer Books

The share transfer books of the Company will remain closed from October 19, 2024 to October 28, 2024 (both days inclusive). No transfer will be accepted for registration during this period. Transfers received in order at the share registrar's office of the Company i.e. M/s Corplink (Pvt.) Limited, Wings Arcade, 1-K, Commercial, Model Town, Lahore, by the close of business on October 18, 2024 will be considered as being in time for the purpose to attend and vote at the meeting.

<sup>\*\*</sup>Shareholders are requested to provide their active mobile number and email address to ensure timely communication.

#### iii) Appointment of Proxy

A member entitled to attend and vote at this meeting is entitled to appoint another member as his/ her proxy to attend and vote for him/her. Proxies in order to be effective must be received at the registered office of the Company at Sector H-8/4, Islamabad, not less than 48 hours before the time of holding the meeting. Proxy form is attached with the notice.

CDC Account holders will further have to follow the under mentioned guidelines as laid down in Circular 1 dated January 26, 2000 issued by the Securities and Exchange Commission of Pakistan.

## Guidelines for Central Depositary Company of Pakistan ('CDC') Investor Account Holders

### For appointing proxies

- a. In case of individuals, the account holders or sub account holders whose registration details are uploaded as per regulations, shall submit the proxy form as per the above requirements. The proxy form shall be witnessed by two persons whose names, addresses and CNIC numbers shall be mentioned on the proxy form. Copies of CNIC or the passport of the beneficial owners and the proxy shall be furnished with the proxy form.
- b. In case of corporate entities, the Board of Directors' resolution/ power of attorney with specimen signature of the person nominated to represent and vote on behalf of the corporate entity, shall be submitted (unless it has not been provided earlier) along with proxy form to the Company.

### iv) Payment of dividend through bank account of the shareholder

Pursuant to the requirement of Section 242 of the Companies Act, 2017, shareholders are MANDATORILY required to provide their International Bank Account Number (IBAN) to receive their cash dividend directly in their bank accounts instead of dividend warrants. In this regard and in pursuance of the directives of the SECP vide Circular No. 18 of 2017 dated August 01, 2017, shareholders are requested to submit their written request (if not already provided) to the Company's registered address, giving particulars of their bank account. In the absence of shareholder's valid bank account details by October 18, 2024, the Company will be constrained to withhold dividend of such members.

CDC account holders are requested to submit their mandate instruction to the relevant member stock exchange or to CDC if maintaining CDC investor account.

### v) Submission of computerized national identity card (CNIC) / National Tax Number (NTN) for payment of Final Cash Dividend

Pursuant to the directive of the Securities & Exchange Commission of Pakistan, CNIC numbers of members are mandatorily required for the payment of dividend. Members are, therefore, requested to submit a copy of their CNIC and/or NTN (if not already provided) to the Company to its registered address/ Share Registrar.

Shareholders maintaining their shareholdings under Central Depositary System (CDS) are requested to submit the above information directly to relevant Participant/CDC Investor Account Service.

### vi) Confirmation of "Filer" Status for Income Tax Withholding on Cash Dividend

For cash dividend, the rates of deduction of income tax, under section 150 of the Income Tax Ordinance, 2001 are as follows:

a.	Rate of tax deduction for filer of income tax returns	15%
b.	Rate of tax deduction for non-filer of income tax returns	30%

The FBR vide its clarification letter No. I (54) Exp/2014-132872-R of 25 September, 2014 has clarified that holders of shares held in joint names or joint accounts will be treated individually as filers or non-filers and tax will be deducted according to the proportionate holding of each shareholder. Joint shareholders should intimate the proportion of their respective joint holding to the share registrar latest by October 18, 2024, in the following form:

CDC	Folio	Total	Principle	Shareholder	Joint Sha	reholder
Account	No.	Shares	Name	Shareholding	Name	Shareholding
Number			& CNIC	Proportion	& CNIC	Proportion

If no notification is received, each joint holder shall be assumed to have an equal number of shares.

The CNIC number / NTN detail is now mandatory and is required for checking the tax status as per the Active Taxpayers List (ATL) issued by the Federal Board of Revenue (FBR) from time to time.

### vii) Exemption from deduction of Income Tax/Zakat

Members seeking exemption from deduction of income tax or are eligible for deduction at a reduced rate are requested to submit a valid tax withholding exemption certificate or necessary documentary evidence for this purpose. Members desiring non-deduction of zakat are also requested to submit a valid declaration for non-deduction of zakat.

CDC account holders are requested to submit their declaration for non-deduction of zakat to the relevant member stock exchange or to CDC if maintaining CDC investor account.

#### viii) Unclaimed Dividend/ shares U/s 244 of the Companies Act, 2017

As per the provisions of Section 244 of the Companies Act, 2017, any shares issued or dividend declared by the Company which have remained unclaimed/unpaid for a period of three years from the date on which it was due and payable, are required to be deposited with the SECP for the credit of Federal Government after issuance of notices to the shareholders to file their claim. Shareholders are requested to ensure that their claims for unclaimed dividend and shares are lodged promptly. In case no claim is lodged, the Company shall proceed to deposit the unclaimed/unpaid amount and shares with the Federal Government pursuant to the provision under Section 244(2) of the Companies Act, 2017 as and when notified by the SECP.

#### ix) Transmission of Audited Financial Statements/Notices:

Members are hereby informed that Securities and Exchange Commission of Pakistan (SECP) vide SRO 389(I)/2023 dated March 21, 2023 has allowed Companies for transmission of the annual balance sheet, profit and loss account, auditor's report and directors' report, etc. (annual audited financial statements or the annual report) to the members/ shareholders through QR-enabled code and web-link, instead of transmitting the same through CD/ DVD/USB, the same was approved by the shareholders in Company's Annual General Meeting held on October 27, 2023.

The Annual Audited Financial Statements/Annual Report and the Notice of Annual General Meeting for the year ended June 30, 2024, have been placed on the Company's Website, which can be accessed/downloaded from the following link and QR code:

website: https://www.shifa.com.pk/annual-report/



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The Annual Audited Financial Statements / Annual Report along with the Notice of Annual General Meeting are being emailed to the members having opted to receive such communication in electronic format. Other members who wish to receive the Annual Report 2024 in electronic form are requested to fill the standard request form (available on the Company's website <a href="https://www.shifa.com.pk/wpcontent/uploads/2014/05/Request-Form-2018.pdf">https://www.shifa.com.pk/wpcontent/uploads/2014/05/Request-Form-2018.pdf</a>) and send it to the Company's registered address.

For printed copy of the Annual Report of the Company any member can send request on a standard request form which is available at Company's website (https://www.shifa.com.pk//wp-content/uploads/2019/12/Financial-Statements-Request-Form.pdf) duly signed along with copy of CNIC/PoA to the Company's Share Registrar

Members are also requested to intimate any change in their registered email addresses in a timely manner, to ensure effective communication by the Company

#### x) Change of Address

Members are requested to notify any change in their registered addresses immediately.

#### xi) Video Conference Facility

In accordance with Section 132(2) of the Companies Act, 2017 if the Company receives consent from members holding in aggregate 10% or more shareholding residing in a geographical location, other than the registered office of the Company, to participate in the meeting through video conference at least 7 days prior to the date of AGM, the Company will arrange video conference facility in that city subject to availability of such facility in that city.

To avail this facility please submit such request to the Company Secretary at:

Shifa International Hospitals Limited, Sector H-8/4, Islamabad.

### xii) Statutory Code of Conduct at AGM

Section 215 of the Companies Act, 2017 and Regulation 55 of the Companies Regulations 2024, state the Code of Conduct of Shareholders, as follows:

Shareholders are not permitted to exert influence or approach the management directly for decisions which may lead to creation of hurdles in the smooth functioning of management. The law states that Shareholders shall not bring

material that may cause threat to participants or premises where the AGM is being held, confine themselves to the agenda items covered in the notice of AGM and shall not conduct themselves in a manner to disclose any political affiliation or offend religious susceptibility of other members. Additionally, the Company is not permitted to distribute gifts in any form to its shareholders in its meetings as per Section 185 of Companies Act, 2017.

### xiii) Deposit of Physical Shares into Central Depositary

Pursuant to Section 72 of the Companies Act, 2017 and directive issued by SECP vide its letter No. CSD/ED/Misc./2016-639-640 dated March 26, 2021, every existing listed company shall be required to replace its physical shares with bookentry form in a manner as may be specified and from the date notified by the SECP, within a period not exceeding four years from the commencement of the Act i.e. May 30, 2017.

In view of the aforesaid requirement, the shareholders having physical shares are requested to open their CDC sub-account with any of the brokers or investors account directly with CDC to convert their physical shares into book entry form as soon as possible.

For any query/information, the shareholders may contact the Company and/or the Share Registrar at the following addresses/contact numbers:

Company's Registered Office M/s Shifa International Hospitals Limited Pitras Bukhari Road, Sector H-8/4, Islamabad.

Phone # 051-8464227

Share Registrar's Office

M/s Corplink (Pvt.) Limited Wings Arcade, 1-K, Commercial, Model Town, Lahore. Phone # 0423-5839182





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Notice is hereby given that the 38th Annual General Meeting (AGM) of the members of Shifa International Hospitals Limited (the "Company") will be held at the Company's registered office (C-O Auditorium) situated at Sector H-8/4, Islamabad, which may also be attended through video-link (Zoom Application) on Monday, October 28, 2024 at 1100 hours to transact the following business:

#### **ORDINARY BUSINESS**

- 1. To confirm the minutes of the Extraordinary General Meeting of the Company held on June 15, 2024.
- 2. To receive, consider and adopt the Audited Financial Statements (consolidated and unconsolidated) of the Company for the year ended June 30, 2024 together with the Directors' and Auditors' Report thereon.
- 3. To consider, approve and authorise the payment of final cash dividend of 25% i.e. Rs. 2.5 per share of Rs. 10/- each, as recommended by the Board of Directors in addition to the interim dividend of 15% i.e. Rs. 1.50 per share already paid to the shareholders thus making a total of 40% i.e. Rs. 4.00 per share for the year ended June 30, 2024.
- 4. To appoint auditors for the year ending June 30, 2025 and to fix their remuneration.

By Order of the Board

Sd/-

Islamabad

October 02, 2024

**MUHAMMAD NAEEM Company Secretary** 

#### Notes: Participation in the Annual General Meeting (AGM) through video link

In order to attend the AGM through electronic facility, shareholders are requested to get themselves registered by providing the requisite details at their earliest but not later than 48 hours before the time of the AGM (i.e. by 1100 hours on October 26, 2024) through e-mail to be sent at muhammd.naeem@shifa.com.pk

Shareholders are advised to provide the following particulars, along with the scanned copy of their CNIC and that of their proxies, if so appointed. Moreover, in the case of a corporate member, the scanned copy of the resolution of the Board of Directors/Power of Attorney with a specimen signature of the nominee must also be provided.

	Name of Shareholder*	CNIC No.	Folio No. / CDC Account No.	Mobile No.**	Email Address**		
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<sup>\*</sup>Where applicable please also give the above particulars of the proxy-holder or nominee of the shareholder

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				Principle Snareholder		Joint Shareholder		
	CDC Account Number	Folio No.	Total Shares	Name & CNIC	Shareholding Proportion	Name & CNIC	Shareholding Proportion	
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If no notification is received, each joint holder shall be assumed to have an equal number of shares.

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CDC if maintaining CDC investor account.

### viii) Unclaimed Dividend/shares U/s 244 of the Companies Act, 2017

As per the provisions of Section 244 of the Companies Act, 2017, any shares issued or dividend declared by the Company which have remained unclaimed/unpaid for a period of three years from the date on which it was due and payable, are required to be deposited with the SECP for the credit of Federal Government after issuance of notices to the shareholders to file their claim. Shareholders are requested to ensure that their claims for unclaimed dividend and shares are lodged promptly. In case no claim is lodged, the Company shall proceed to deposit the unclaimed/unpaid amount and shares with the Federal Government pursuant to the provision under Section 244(2) of the Companies Act, 2017 as and when notified by the SECP.

### ix) Transmission of Audited Financial Statements/Notices:

Members are hereby informed that Securities and Exchange Commission of Pakistan (SECP) vide SRO 389(I)/2023 dated March 21, 2023 has allowed Companies for transmission of the annual balance sheet, profit and loss account, auditor's report and directors' report, etc. (annual audited financial statements or the annual report) to the members/ shareholders through QR-enabled code and web-link, instead of transmitting the same through CD/ DVD/USB, the same was approved by the shareholders in Company's Annual General Meeting held on October 27, 2023.

The Annual Audited Financial Statements/Annual Report and the Notice of Annual General Meeting for the year ended June 30, 2024, have been placed on the Company's Website, which can be accessed/downloaded from the following link and QR code:

## website: https://www.shifa.com.pk/annual-report/



The Annual Audited Financial Statements / Annual Report along with the Notice of Annual General Meeting are being emailed to the members having opted to receive such communication in electronic format. Other members who wish to receive the Annual Report 2024 in electronic form are requested to fill the standard request form (available on the Company's website https://www.shifa.com.pk/wp-content/uploads/2014/05/Request-Form-2018.pdf) and send it to the Company's registered

For printed copy of the Annual Report of the Company any member can send request on a standard request form which is available at Company's website (https://www.shifa.com.pk//wp-content/uploads/2019/12/Financial-Statements-Request-Form.pdf) duly signed along with copy of CNIC/PoA to the Company's Share Registrar.

Members are also requested to intimate any change in their registered email addresses in a timely manner, to ensure effective communication by the Company.

### Change of Address

Members are requested to notify any change in their registered addresses immediately. xi) Video Conference Facility

In accordance with Section 132(2) of the Companies Act, 2017 if the Company receives consent from members holding in aggregate 10% or more shareholding residing in a geographical location, other than the registered office of the Company, to participate in the meeting through video conference at least 7 days prior to the date of AGM, the Company will arrange video conference facility in that city subject to availability of such facility in that city. To avail this facility please submit such request to the Company Secretary at: Shifa International Hospitals Limited, Sector H-8/4,

xii) Statutory Code of Conduct at AGM

### Section 215 of the Companies Act, 2017 and Regulation 55 of the Companies Regulations 2024, state the Code of Conduct of

Shareholders, as follows: Shareholders are not permitted to exert influence or approach the management directly for decisions which may lead to creation of

hurdles in the smooth functioning of management. The law states that Shareholders shall not bring material that may cause threat to participants or premises where the AGM is being held, confine themselves to the agenda items covered in the notice of AGM and shall not conduct themselves in a manner to disclose any political affiliation or offend religious susceptibility of other members. Additionally, the Company is not permitted to distribute gifts in any form to its shareholders in its meetings as per Section 185 of Companies Act, 2017. xiii) Deposit of Physical Shares into Central Depositary

Pursuant to Section 72 of the Companies Act, 2017 and directive issued by SECP vide its letter No. CSD/ED/Misc./2016-639-640 dated March 26, 2021, every existing listed company shall be required to replace its physical shares with book-entry form in a mainner as may be specified and from the date notified by the SECP, within a period not exceeding four years from the commencement of the Act i.e. May 30, 2017. In view of the aforesaid requirement, the shareholders having physical shares are requested to open their CDC sub-account with any of

the brokers or investors account directly with CDC to convert their physical shares into book entry form as soon as possible. For any query/information, the shareholders may contact the Company and/or the Share Registrar at the following addresses/contact numbers:

Company's Registered Office M/s Shifa International Hospitals Ltd

Phone # +92-51-8464227

Pitras Bukhari Road, Sector H-8/4, Islamabad.

Share Registrar's Office

M/s Corplink (Pvt.) Limited Wings Arcade, 1-K, Commercial, Model Town, Lahore. Phone # +92-42-35839182

# نوٹس برائے38واں سالا نہاجلاس عام







اطلاع دی جاتی ہے کہ شفاائر پیش کر میٹن کے میران کا 38 واس سالات اجلاس عام (اے بی ایم) کمپنی کے رجنز و رفتر (C-0 آؤیٹوریم) واقع سیکٹر 41-8-4 اسلام آباوش اور بذر بعیدو پیانک (روم میلیکیشن ) کی پروز موموار 28 اكور 2024 دن 11:00 بجدرج درج ديل معاملات كسليط مين منعقد موكا:

عام كاروبار:

1- 15 بون 2024 كومنعقد ك محيورى اجلاس عام كمنش كي توشق كرنا-

- سکینی کے الی سال 30جن 2024 کوختم ہونے والے آؤٹ شدہ الیاتی کوشواروں (جموعی اور غیر مجموعی) کی ڈائز بکٹرز اور آؤیٹرز کی رپورٹ سمیت وصولی، اس پر غوراور منظوری۔
- 3- بورة آف دائر يكرز كي سفارش ر25 فيعد يعنى 5. دري في شير عنى يشر كا يليف كي منظور كي اوراس كي اوا يكي كا اختيار ويناب يشيم مولدر توكي بليس عن 1.5 فيعد يعنى 1.50 فيعد يعنى 1.50 وي في شير عبورى وينيش كي المستار ويناب يشرك مولدر توكي بليستان كي المستار كي منظم كي المستار كي كي المستار كي كي المستار كي المستار كي كي المستار كي المس علاده ہوگا۔اس طرح يد 30 جون 2024 كوفتم ہونے والے سال كے ليكل 40 فيصد يعنى 4.00 دوي في شيئر ہوگا۔
  - 4۔ اختائ سال 30 جون 2025 کے لیےآؤیٹرز کی تقرری اوران کے معاوضے کا تعین کرنا۔

بحكم بورد

Sd/-

ورنعيم

همپنی سیرٹری

اسلام آباد

2024 كاكتر 2024

سالا ناجلاس عام (AGM) يلى بذات فوديا ويديونك كذريع شركت

شیر ہولڈرزے درخواست ہے کہ سالاندا جلاس عام میں الیکٹرا تک ہولت کے ذریعے شرکت کے لیے اپنی تغییلات سالاندا جلاس عام ہے 84 تھنے قبل (یعنی 26 اکتوبر 2024 کوون 10: 11 ہے تک ) قرام م کر کے خود کو رجسر سردائيس رجشريش كي تفسيدات مندوجه ذيل اي شيل الميرس بهجيجي جاسكتي بين:muhammd.naeem@shifa.com.pk

شیخ بولڈرز ہے گزارش ہے کہ وہ درج ذیل معلومات کے ساتھا تی اور ااگر کی کو پاکس مقرریا کیا یا ہوتو اس کے پیوٹرائزز قو کی شاخی کارڈ کی قو کھائی بھی قرام انکم کی رہے۔ اس کے علاوہ کار پورٹ آف کا ان کی اورڈ آف

یاورآفان ارنی کی ایس علین شده کانی بھی جمع کروانا ہوگی جس پرنامز دفرانندے کے دستنظ موجود ہول۔ شير مولدركانام \* قوى شناخى كارونمبر اى يل ايدريس \*\* موباكل فون فبر \*\* فوليونبراى دى كاكاونث فبر

\*جہاں قابل اطلاق ہو، وہاں پراکسی ہولڈریاشیئر ہولڈر کے نامز دنمائندے کی معلومات بھی فراہم کریں۔

\*\* حصص داران ہے گزارش کی جاتی ہے کہ وہ اپناموجودہ موبائل نمبراورای میل ایڈرلیس مہیا کریں تا کہ وقت یرآ ہے ہے رابطہ کر عیس۔

26 اکتوبر 2024 تک رجنریش کمل کرنے والےشیئر مولڈرز کو ضروری تقدیق کے بعد میٹنی کی جانب ہے زوم ویلے بیانک فراہم کیا جائے گا۔ اے جی ایم کے دن "الگ إن" کی سمیلت 55:10 ہے لے کرمیٹنگ کے افضام بھ

II. شيئر السفر بكس كى بندش:

کینی کی شیئر السفریکس 19 کتوبر 2024 سے 201 کتوبر 2024 تک ( آغاز اورافتهام کے دونوں سیت) بندر ہیں گا۔ اس دومان رجٹریش کے لیےشیئر فراسفر قبول ٹیس کیا جائے گا۔ شیئر فراسفرز کی جورزخوانٹیس کینی کے شیئر رجٹر ار آفس ايم/ايس كوريائك (يرائيويك )لمينة، ويكرا ركية، ١-١٨ ، كرشل، ماذل نادن لامور بس 18 اكتوبر 2024 كذفترى اوقات بيس موصول مون كي، وثيس بروقت اورمينتك من شركت اورووث دين كامل تصوركيا جاسكا. ااا. يراكسي كاتقرر:

میننگ میں شرکت اورووٹ کائن رکھنے والا ہرممبرا پی نمائندگی اورووٹ دینے کے لیے کی دومرے ممبر کو بلور پر انکی مقرر کرسکتا ہے۔ پر انکی فارم میننگ سے کم از کم 48 مینٹیل مینی کے رجمئر و دفتر سیکٹر 4 الح-H-1 اسلام آباد میں جمع كروانا ضرورى بيدي كى فارم نونس كے ساتھ فسلك ب

ى فى ق اكاؤنث بولدرز كے ليے سيكور شرايند اليجي كيش آف ياكستان كے 26 جنورى 2000 كر كر 1 شروى كى كائيد الائن يول كرما ضرورى وقا۔

سنٹرل ڈیازٹری کمپنی آف یا کستان (سی ڈی ہی)انویسٹرا کا ونٹ ہولڈرز کے لیے پراکسی تقرری ہے متعلق گائیڈ لائنز

پاکی مقرد کرنے کے لیے

الف) اکاؤنٹ بولڈرزیاسے اکاؤنٹ بولڈرز (جن کی رجٹریش کی انصیلات قوانمین کے مطابق اپ لوڈ گئٹی ہیں) کو ند کورہ بالاشرائط کے مطابق پر انکی فارم جج کردوانا ہوگا۔ قارم پر دوگواہوں کے نام ، پتے اور قو می شاختی کارڈ نمبر درج ہونے ضروری ہیں۔اس کے ساتھ مستنفید ہونے والے مالکان اور پراکس کے قومی شاختی کارڈیایا سپورٹ کی کاپیال فراہم کرنا بھی لاڑی ہے۔

ب) کارپوریث اداروں کے معالمے میں بورڈ آف ڈائر کیٹرز کی قرار دادیا پاور آف اٹار نی (جس میں اس فض کے دستھا کانمونہ موجود ہوجو کارپوریث ادارے کی نمائندگی کرے گااور اس کی جانب و دوث دے گا) پاکی فارم کے

iv. حصص داران کے بینک اکاؤنٹ کے ذریعے منافع کی ادا لیگی:

کہینزا یک 2017 کے بیشن 242 کرتے شیئر بولڈرز کولاز کی طور پر ایٹا انٹریشنل بینک اکا وَصْ فبر ( آئی بی اساین ) فراہم کرنا ہوگا تا کہ ان کا ڈیلیڈٹڈ واپٹر کی اجائے ہور کی اجائے کا ویشن ٹین شنگل کیاجا سکے۔ ایس ای می بی کے کم اگست 2017 کے مرکز نسبر 18 کی روشنی میں شیم بولڈرزے ورخواست ہے کہ وہ میٹن کے روشز ڈالیزرلیس پرائے بینک اکاؤنٹ کی تفسیلات کے ساتھ تحریری درخواست جح کروائیں (اگر پہلے فراہم مند کی گلی ہو)۔ اگر 18 اکتوبر 2024 تک شیئر مولڈرز کی درست بینک اکاؤٹٹ تفصیلات فراہم نیس کی جاتیں تو مینی ان کاڈیو پلیٹڈرو کئے پرمجبور موگی۔

ى ۋى ي اكادىن بوللەرز ب درخواست ب كەاگردە ي ۋى ي انويسۇا كادىن برقرار دىكىتە بىل تواپ نىيىنىڭ كى بدايات مىتغانىيىمىرىئاك يېچىنچىياي ۋى ي كوفرا بىم كريىپ

الاندمنافع کی ادائیگی کے لئے کمپیوٹرائز ڈقومی شاختی کارڈ (سی این آئیسی) انیشنل ٹیکس نبر (این ٹی این) جمع کرانا:

پاکتان سیکورٹیز اینڈ بیجیج میشن کی ہوایت کے مطابق ڈیویڈرٹ کی اوا میگل کے لیےمبران کے وی شاختی کا دونبروں کی ضرورت ہے۔اس لیےمبران سے درخواست ہے کہ وہ اسپیته شاختی کا دواور کیا این کی او ٹوکا کی (اگر پہلے فراہم نیں گائی ہو) مینی کے دجٹر ڈائدرلیں اشیتر رجٹرار کے پاس جع کروائیں۔

سينول دُيوزرى سنم (ى دى ايس ) كرات اييشير زير الدركية واليشير بولدرز بدرخواست بك ندكوره معلومات براه راست متعلقة شركت كننده أدى دى الويشرا كاون سروس من جمع كراميل.

vi. منافع برود مولدُنگ آخم عيس كے ليے"فاكر "كى تقديق

ائىڭىن آرۋىنىن 2001 كىيىش 150 كى خەھەنقىدى ۋىدىئە بىرائىم ئىس كى ئۇقى كى شرھىن مىدىجە ۋىل بىن:

فالمر سے لیکس کوتی کیشرے نان فائر کے لیے لکس کوتی کی شرح

الف في آر نے 25 متبر 2014 کے اپنے وضاحتی خدافبر Exp/2014-132872-Ro. I (54) Exp/2014-32872-Ro. الف فاكرز سمجها جائے گاادر علی وصول کیا جائے گا۔ ہرشیئر ہولڈر کے متناسب ہولڈنگ کے مطابق کوتی کی جائے۔

مشتر كهص داران كوچاہي كدوداسيند متعافد جوائف مولدگ كتاب سے شير مبراركو18 كتور 2024 تك درج ذيل فارم بين آگاه كرين:

جوائنت شيمتره ولذر		ر شيل شيمر بولدر		end the	, cá lis	311	فليؤبر	,
شيئر مولدگك پر پورش	نام اورقوى شناختى كار دنبر	شيئر مولد مگ ير پورش	نام اورقوى شناختى كارؤنبر	نو <del>ل ث</del> يئرز	ى دى كاكاد من قبر			

الراطلاع موصول فيين بوتى تؤبر مشترك بولذركو برابرهيم زركضة والأسجها جائكا-

توی شاختی کار و نبراوراین أیاین کاتفیدات اب ازی بین اور بیفید رل بورد آف رید نیز (ل بورد آف رید نیز در ایف بی آر) کاطرف سے وقافو قناجاری کردہ ایکٹیکس میز داسٹ (اے فی ایل) کے مطابق تکسی کاطینس و یکھنے کے لیے خروری ہیں۔ vii. الكميكس/زكوة كى كوتى سےاستى

انکھیں کی کوتی ہے منتی یا کوتی کی کمشرے کے اہل ممبران سے کو ارش ہے کہ وہ قالم علی علی وو موال مگا۔ اتنی سرشکلیٹ یا اس مقصد کے لیے دیگر ضروری دستاویزی شوابد جمع کرواکھی۔ زکو قاک کوتی نہ کرا نے کے خواہش مند مجبران ے بھی گزارش بے کہ ووز کو ہ کی عدم کوتی کے لیے قابل عمل بیان جمع کروا کیں۔

ى دى كاكادن مولارز بدرخوات بكرزكوة كى عدم كوتى كاييان متعلقة مبرشاك يجيني ياى دى ك ياس جح كرائيس-

viii. كمپنيزا يك 2017 كيشش 244 كةت غير وصول شده دُيويدُغُر/شيرَز

کھینزا کیے۔2017 کے سیکشن 244 کے تنت کمنٹی کی جانب ہے جاری کر وہ تمن سال کی مدت تک غیروموئی شدہ/ غیرادا شدہ شیئر تر پالعلان کر دہ ڈیو پیٹر دفاقی حکومت کے کیڈٹ کے لیے ایس ای تی پی کے پاس جمع کرانا ضروری ہیں۔ اس نے ان شیر بولڈرز کونٹ جاری کیے جا کیں گےتا کہ وہ اپنا دی کی واضل کر سکیں شیئر بولڈرز سے از ارش ہے کہ وہ اپ غیروسول شدہ ڈیو پیٹیٹا اور شیئرز کے دعوے (تکلیمز ) بروقت جمع کرا کیں۔ اگر کوئی دعو کی واضل نہیں بوجا تو کمپنی سیکشن 2)244 من المارة عبر وصول شده فيرادا شده رقم اورشيترزوفاقي حكومت كوجع كران كى كاردوائي كريك

ix. آؤٹشده مالیاتی بیانات/نوش کی ترسل

مبران كوآكاه كياجاتا بيكر سكورشيز ايند اليجهي كميش آف ياكتان (ايس اى مي ني) ن SRO389(I)/2023 مورده 21 مارچ 2023 كيخت كمينيول كوسالان بينش شيث، منافع اورفقصان كاحساب، آؤيميركي ريوسش اور ڈ انزیکشرز کی وغیرہ (سالانہ آؤٹ شدہ مالیاتی بیانات پاسالانہ رپوٹ) کی ڈی، ڈی وی ڈی بایالیات بل کے بجائے QR کوڈ اور ویب نگ کے در لیے ترسل کی اجازت دی ہے۔ جس کی منظوری 127 کتور 2023 کو جونے والے سالاندا جلاس عام بذر بعيده صواران دي مخ تقي \_

سالان آؤٹ شدہ مالیاتی گوشواروں اُسالاندر پورٹ اور 30 جون 2024 کوشتم ہونے والے سال کے لیے سالاندا جلاس عام کانوٹس مہنی کی ویب سائٹ پر موجود ہے۔ جسدوری ڈیل لٹک اور QR کوڈے ماس کیا جاسکتا ہے:



## website:https://www.shifa.com.pk/annual-report/

سالانة لا شده مالياتي گوشوارون اسالاندر پورٹ كوسالاندا جلاس عام كوش كے ساتھ ان كميران كوائ ميل كيا جار باہے جنبوں نے اسے الكيشرا عَلى قارميث شن اس طرح كي مواصلت حاص كرنے كا امتحاب كياہے جومبران سالانت ر اور ف 2024 كواليكرا كك طور يرحاصل كرناج است جي ان ب ورخواست بيكروه شيغررؤ ورخواست فارم (جميني كي ويب سائث كمانك https://www.shifa.com.pk/wp-content/uploads/2014/05/Request-Form-2018.pdf) پرمتیاب بے) پر کر کے بیٹی کے دجرڈ ایڈر لس پرارسال کریں۔

کوئی بھی ممبر کھنی کی سالا ندر پورٹ کی پرنش شدہ کا لی حاصل کرنا جا ہے تواس کے لیے درخواست فارم ویب سائث

(https://www.shifa.com.pk//wp-content/uploads/2019/12/Financial-Statements-Request-Form.pdf) سے ڈاؤن اوڈ کیا جا سکتا ہے۔ اسے ڈکر کے دستخطار یں

اورشناختى كارد ياافتيارنامك كاني كساته كمينى كيثيتر رجشر اركوني ويب ممران سے درخواست ہے کہ وہ اپنے رجٹر ڈائ میل ایڈریس میں تبدیلی کی بروقت اطلاع دیں تاکمپنی کی جانب سے و شرطریقے سے دابطہ کیا جاسکے۔

x. يىتكى تبديلى:

ممبران مندورخواست ب كاسية رجشر في ديد من كي يحاتبد على فرى طوري طور يرمطل كري-

xi. ويديوكانفرنس كي مهولت: کہینزا یک 2017 کے بیشن 132(2) کے مطابق اگر کمپنی کے 10 فیصدیاس سے زیادہ شیئر زر کھے والے ممبران (جو کمپنی کے دھڑ و دفتر کے علاوہ کی ادرمقام پرتقیم میں) اب جی ایم بیش ویڈیوکانوٹس کے ذریعے شرکت کرنے کی

درخواست دیں اور اے بی ایم کی تاریخ ہے کم از کم 7 دن پیلے اس ہے گاہ کریں تو سمینی اُس شریس ویڈیو کا افرنس کی سہوات فراہم کرے گی ، بشر طیکہ وہاں اس کی سہولت رستیاب ہو۔ براہ مہریانی اس مہولت سے استفادہ کے لیے اپنی درخواست مینی بیررش کومندرجد فریل پید برارسال کرین: شفاا نزیش بیتال کمین بیش H-8/4، اسلام آباد xii. سالاند جزل مينتك كاضابطه اخلاق:

كمينزا يك 2017 كيكشن 215 اوركميني ريكوليشور 2024 كي ريكوليشن 55 كرقت شيئر مولذرز كي لييضا بطاخلاق درج ذيل ب: شیئر بولڈرز کو انظامیہ پاٹر اعماز ہونے یافیصلوں کے لیاس سے براہ راست رابطر کرنے کی اجازت نہیں، اس لیے کماس سے انظامیہ کیکام میں رکافیس پیدا ہوگئی ہیں شیئر ہولڈرز اے بی ایم کے مقام پر کوئی بھی ایسا مواد لانے سے

اجتناب كرين بوشركاه بإمقام كونقصان پنجاسكا بومة يدبرال اي تحاليم كايجند عين شال فكات تك محدود بين اورائكى سركريون سے اجتناب كرين جن سے كى سياى وابنتى ياغة بى حساسيت كا اظهار بوجا بوسكنى كواست تى ايم ين شير مولدر رو تعالف دين كاجازت نبين، جيها كيينزا كيك 2017 كيشن 185 من ميان كيا كياب xIII. سنرل دياز ريس فريكل شيئرز كي نتقلي:

کھینزا یک 2017 کی ٹن 72اوالیں ای کی لیے 26 ارچ 2021 کوجاری کیے گئے خوانبر **639-639-630/ED/Misc./2016 ک**ے مطابق برورج شدہ مینی کے کیے اس تاری فارم شن متا ہے گئے

ا نداز میں تبدیل کرنا ضروری ہوگا۔ایس ای کی لیے تھم کے مطابق تمام کمپنیوں کواس ایک شائل آنے یعن 30 مئی 2017 سے جارسال کے اعداء رکھ کرکٹا ہوگا۔ ال بدايت كي روشني شرفز يكل شيئر ذر محضوا ليشيئر بولثررز ب دوخواست ب كدوه بروكر كذر يصابنا ي ذي ي سب ا كا وَنت ياي ذي ي سائه يراه راست انويسرا كا وَن على شير الموارث على المرايد المرا かったりしょう لى بھى تتم كسوالات امعلومات كے الم حصداران كمنى ياشيئر دجشرار سدون ويل چول بردابط كر كے إلى:

لمپنی کارجشر دونز: شفاانزيشل سيتال لميثة

بطرس بخارى رود ميكثر 4 \ H-8 اسلام آباد ، فون نمبر 4227-8464227 +92-51

شيئررجشراركادفتر: ايم/ايس كورب لنك (برائيويث) لميثثر

وَيَكْرُ ٱركيدُ، ا-K-ا، كمرشل، ما وَل ثاون، لا مور، فون نبر K-1839182 +92-42