



**Manufacturers and Exporters of
Halal Gelatine, Di-Calcium Phosphate,
Glue and Allied Products**



Registered Office : 17-G, Gulberg-2, G/Postmall # 3529, Lahore-54660. Phones: +92-42-35756953-54,
Factory Office : 19th K.M., Shahrah-e-Pakistan, Kala Shah Kaku (Distt. Sheikhpura) Phones:+92-42-37950018-37950179
E-mail: info@leinerpakgelatine.com. Website: www.leinerpakgelatine.com

PSX/12/24/5188

December 28, 2024

The General Manager,
Pakistan Stock Exchange Ltd.,
Stock Exchange Building,
Stock Exchange Road,
KARACHI-74000.

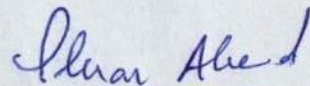
Subject: **NOTICE OF EXTRA ORDINARY GENERAL MEETING**

Dear Sir,

We are pleased to enclose herewith a copy of the Notice for the Extra Ordinary General meeting to be held on 18th January, 2025 for your record and necessary action.

Thanking you,

Yours faithfully,
For Leiner Pak Gelatine Limited


(COMPANY SECRETARY)

ENCL: As above.



LEINER PAK GELATINE LIMITED

NOTICE OF EXTRA ORDINARY GENERAL MEETING

Notice is hereby given that an Extra Ordinary General Meeting of **LEINER PAK GELATINE LIMITED**, will be held at its Registered Office, **17/G, Gulberg-2, Lahore-54660**, on Saturday 18th January, 2025 at 10.00 a.m. to transact the following business:

ORDINARY BUSINESS:

- 1- Recitation from the Holy Qur'aan.
- 2- To confirm the minutes of The Annual General Meeting of the Company held on 28th October, 2024.
- 3- To elect seven Directors of the Company as fixed by the Board in its meeting held on October 30, 2024, for a period of three years commencing from 18th January, 2025 in accordance with the provisions of the Section 159 of the Companies Act, 2017.

The following are retiring Directors who shall be eligible for re-election:

- | | |
|-----------------------|----------------------|
| 1-Khwaja Imtiaz Ahmed | 2-Ijaz Ahmed Khwaja |
| 3-Ibrar Ahmed Khwaja | 4-Rashid Minhas |
| 5-Ahmed Ali Riaz | 6-Syed Rizwan Haider |
| 7-Ayesha Ahmed | |

- 4- To transact any other business with the permission of the Chair.

[**IBRAR AHMED KHWAJA**]

Company Secretary

LAHORE:

Dated : December 28, 2024.

NOTES:

- 1- In compliance with the provisions of Regulation 7A of the listed companies (Code of Corporate Governance) Regulations 2019, Election of Directors will be held in following manner:

S. No.	Category	No. of Seats
1	Female Director	01
2	Independent Directors	02
3	Other Directors	04
	Total	07

- 2- The Share Transfer Books of the Company will remain closed from 12th January, 2025 to 18th January, 2025 (both days inclusive).
- 3- Only those members whose names appear in the register of members of the Company as on January 11, 2025 are entitled to attend and vote at the meeting.
- 4- Any person / member who seeks to contest for election in any category of independent director, a female director or other director should clearly mention only one category (either female, independent or other director) in which he / she intends to contest for the election of director.
- 5- The following documents are required to be submitted (not later than fourteen (14) days before the date of the meeting).
 - 5.1 Notice of his/her intention to offer himself/herself for election as director in terms of Section 159(3) of the Act and Regulation 7A of CCG-2019. The Candidate should also confirm that:-
 - 5.1.1. He / She is not ineligible to become a director of the Company under any applicable laws and regulations.

- 5.1.2. Neither he / she nor his / her spouse is engaged in the business of brokerage or is a sponsor, director or officer of a corporate brokerage house.
 - 5.1.3 He / She is not serving as a director in more than seven listed companies simultaneously.
 - 5.1.4 He / She is aware of the duties of the directors under the Act, the Memorandum and Articles of Association of the Company, Rule book of the Pakistan Stock Exchange Limited, Listed Companies (Code of Corporate Governance) Regulations, 2019 and other relevant laws & regulations.
 - 5.1.5 Consent to act as director on Appendix to the Form-9 (of the Companies Regulations, 2024) under Section 167 of the Act.
 - 5.1.6 A detailed profile of the Candidate including his / her address (same will be placed on Company's website as per requirements of SECP's notification S.R.O. 1196(I)/2019 dated October 03, 2019).
 - 5.1.7 National Tax Number (NTN) and copy of CNIC / Passport.
- 6- The candidate for Independent Directors quota shall submit a declaration under clause 6(3) of the Listed companies (Code of Corporate Governance) Regulations 2019 that he / she qualifies the criteria of independent notified under section 166 of the Companies Act, 2017.
 - 7- Members are requested to notify changes immediately, if any, in their registered address at M/S Corplink (Pvt) Limited, Wings Arcade, 1-K Commercial, Model Town, Lahore. The Registrar and share registration office of the Company.
 - 8- Members who have not yet submitted photocopy of their Computerized National Identity Cards (C.N.I.C) to the Company are requested to send the same at the earliest .
 - 9- A Member entitled to attend and vote at the Meeting is entitled to appoint a proxy to attend and vote on his / her behalf provided such proxy is also a Member.
 - 10- An instrument of proxy and the Power of Attorney or other authority (if any) under which it is signed, or a Notary Public Certified copy of such Power of Attorney, in order to be valid, must be deposited with the Company's Share Registrar, Corplink (Pvt) Limited not later than (48) forty-eight hours before the time of holding the Meeting.
 - 11- CDC Account Holders are in addition required to follow the guidelines of circular No. 1 dated January 26, 2000 of the SECP for attending the Meeting:
 - (i) In case of individuals: The account holder or sub account holder and / or the person whose securities are registered on CDS; and their registration details are uploaded as per the regulations, shall authenticate his / her identify by showing his / her original CNIC or original passport at the time of attending the Meeting. Members are also required to bring their Participants I.D. Number and Account Numbers in CDS.
 - (ii) In case of a corporate entity: Board of Directors Resolution / Power of Attorney with specimen signature of nominee shall be produced (unless it has been provided earlier) at the time of the Meeting.
 - 12- The shareholders intending to participate in the meeting via video link are hereby requested to share the following information for obtaining video link and login credentials, with the office of the company secretary:
Shareholder's Name, CNIC Number, Folio/CDC Account No., Active Mobile Phone Number and Email address for timely communication.

This information shall be sent not later than 48 hours before the time of AGM at Email: info@leinerpakgelatine.com

Video Conference Facility and Attendance.

13- If the Company received 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 07 days prior to the date of the General Meeting, the company will arrange a video conference facility in that city subject to availability of such facility in that city.

To avail this facility, a request to be submitted to the registered address of the Company 07 days before holding of the EOGM.

Postal Ballot / E-Voting.

14- The members are hereby notified that pursuant to Companies (Postal Ballot) Regulations, 2018 amended through Notification S.R.O. 2192(1)/2022 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 business classified as special business and in case of Election of Directors.

Accordingly, members of Leiner Pak Gelatine Limited (the “Company”) will be allowed to exercise their right to vote through the electronic voting facility or voting, by post for the Election of Directors in its forthcoming EOGM to be held on Saturday January 18, 2025 at 10:00 AM, in accordance with the requirements and subject to the conditions contained in the aforesaid Regulations. Company will place ballot paper on Company’s website, if required at least seven (7) days before the election date.

Statement of Material Facts under section 166 (3) of the Companies Act, 2017.

15- This statement sets out the material facts pertaining to the justification for choosing a person for appointment as an independent director to be elected at the EOGM of Company to be held on January 18, 2025.

The independent directors will also be elected through the process of election of directors in terms of Section 159 and 166(1) of the Companies Act, 2017 read with the CCG Regulations, they shall meet criteria laid down under section 166(2) of the Companies Act, 2017 and the Companies (Manner and Selection of Independent Directors) Regulations, 2018. The company shall exercise its due diligence before selecting a person as an independent director and ensure that the name of independent directors are available in the data bank of independent directors maintained by the Pakistan Institute of Corporate Governance.