



NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the 37th Annual General Meeting of the shareholders of ADOS Pakistan Limited will Insha'Allah be held on Friday, October 28, 2022 at 10.30 A.M at its registered office at 2nd Floor, Block-2, F-J Plaza, College Road, Markaz F-7, Islamabad to transact the following business:

ORDINARY BUSINESS:

- i) To confirm the minutes of 36th Annual General Meeting held on October 28, 2021, Extra Ordinary General Meeting (EOGM) held on January 13, 2022 and EOGM held on September 08, 2022 respectively.
- ii) To receive, consider and adopt the Audited Financial Statements for the year ended June 30, 2022 together with Director's and Auditor's report therein.
- iii) To appoint auditors for the year ending June 30, 2023 and to fix their remuneration.
- iv) To transact any other business with the permission of chair.

By Order of the Board

SABINA ANSARI
Company Secretary

Islamabad: October 07, 2022

Participation of members through electric means in addition to holding physical meeting for Annual General Meeting (AGM).

The Securities & Exchange Commission of Pakistan through its Circular No. 4 dated February 15, 2021 has directed the listed companies to ensure the participation of members in General Meeting through electronic means as a regular feature in addition to holding physical meetings. The shareholders are also encouraged to participate in the AGM through electronic facility organized by the Company. For this facility the shareholders intending to participate through electronic means are requested to get themselves registered with M/s. JWAFS Registrar Services (Pvt) Ltd. at least 48 hours before the time of AGM at jwafs@live.com. The shareholders will be able to login and participate in the AGM proceedings after completing for verification and identification of the shareholders. The login facility will be opened at 10:00 a.m. on October 28, 2022 enabling the participants to join the proceedings which will start at 10.30 a.m sharp. The shareholders are requested to provide the information as per below format. The details of the video link will be sent to the shareholders on the email address provided in the below table:

Notes:

Sr. No	Name of the Shareholder	CNIC Number	Folio Number	Cell Number	Email Address
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- i) Closure of Share Transfer Books: Share Transfer Books will remain closed from October 21, 2022 to October 28, 2022 [Both days inclusive]. Transfers received at Share Registrar, M/s JWAFS Registrar Services (Private) Limited, 407-408, Al-Ameera Center, Shahrah -e- Iraa, Saddar, Karachi at the close of business on October 20, 2022 will be treated in time for the purpose of attending the Annual General Meeting and payment of Dividend.
- ii) Attending the AGM in person or through Proxy: A member entitled to attend and vote at the General Meeting may appoint a person/representative as proxy to attend and vote on his behalf at the meeting. The instrument of proxy must be received at the registered office of the Company not less than 48 hours before the time of holding the meeting. In case of corporate entity, the Board of Director's resolution/power of attorney with specimen signature of the nominee shall be produced at the time of the meeting. The individual members or representatives of corporate members of the Company in CDC must bring original CNIC or passport and CDC Account and Participant Number to prove identity and verification at the time of meeting.
- iii) Postal Ballot: Members may exercise their right to vote by means of postal ballot i.e. by post through electronic mode subject to the requirements of section 143-145 of the Companies Act, 2017 and applicable clauses of Companies (Postal Ballot) Regulations, 2018.
- iv) Change of Address and Zakat Declaration: Shareholders are also requested to notify any change if any in their address and zakat declaration status to the Company's share Registrar.
- v) Submission of CNIC: Individual shareholders are once again reminded to submit a copy of their valid CNIC, if not provided earlier to the Company's share registrar, Central Depository of Pakistan Limited.
- vi) Unclaimed Dividend: Pursuant to section 244 of the Companies Act, 2017, any shares issued or dividend declared by the Company, which remain unclaimed or unpaid for a period of three years from the date it become due payable shall vest with Federal Government after compliance of procedures prescribed under the Companies Act, 2017.
- vii) Distribution of Annual Audited Accounts via Email (Optional): Pursuant to the provisions of section 223(6) of the Companies Act, 2017, the companies are permitted their annual financial statements, along with auditor's report, directors' report etc. (Annual Report) and the notice of annual general meeting to its shareholders by email. Shareholders of the company who wish to receive the Company's Annual report and Notices of annual general meeting by email are requested to provide completed the completed electronic communication form (available on the company's website) to the Company's share registrar, Central Depository Company of Pakistan Limited.
- viii) Annual Audited Accounts on Company Website: SECP has issued an SRO No. 634(I)/2014 whereby every listed company shall maintain a functional website of the Company. In compliance of the said SRO, we would like inform our shareholders that annual report of the Company for the year ended June 30, 2022 has been placed on Company's website (www.ados.com.pk) for information and access of the shareholders.
- ix) Video Conferencing Facility: If the Company receives consent (as stated below) from members holding aggregate 10% or more shareholding, residing in geographical location to participate in the meeting through video conference at least seven (7) days prior to the date of extra ordinary general meeting, the company will arrange video conference facility in that city subject to availability of such facility in that city. In this regard, please fill the following and send at registered address of the Company:
I/we _____ of _____, being a member of ADOS Pakistan Limited, holder of _____ ordinary share(s) as per registered Folio/CDC Account /No _____ hereby opt for video conference facility at _____ Signature of member _____
- x) Deposit of Physical Shares into Central Depository Company: As per section 72 of the Companies Act, 2017 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 the Company having physical folios/share certificates are requested to convert their shares into book-entry form at the earliest.

