

# DANDOT CEMENT COMPANY LIMITED

Registered Office: 5 - Zafar Ali Road, Gulberg-V, Lahore, Pakistan

Telephone: +92-42-111 184 184

email: cfo@dandotcement.com

November 02, 2023.

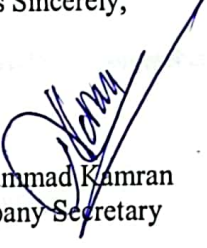
The General Manager,  
Pakistan Stock Exchange Limited,  
Stock Exchange Building,  
Stock Exchange Road,  
Karachi.

## **SUBJECT: NOTICE OF ANNUAL GENERAL MEETING**

Dear Sir,

Enclosed please find a copy of the Notice of Annual General Meeting to be held on November 24, 2023 for circulation amongst the TRE Certificates Holders of the Exchange.

Yours Sincerely,

  
Muhammad Kamran  
Company Secretary



Encl:- As above

**DANDOT CEMENT COMPANY LIMITED**  
**NOTICE OF ANNUAL GENERAL MEETING**

NOTICE is hereby given that 43<sup>rd</sup> Annual General Meeting of the shareholders of Dandot Cement Company Limited for the financial year ended June 30, 2023 will be held on Friday, November 24, 2023 at 5-Zafar Ali Road, Gulberg - V, Lahore at 9:00 a.m. to transact the following business:

**ORDINARY BUSINESS**

1. To confirm the minutes of the last Extraordinary General Meeting held on November 01, 2023.
2. To receive, consider and adopt the audited accounts of the Company for the year ended June 30, 2023 together with Auditors' and Directors' Reports thereon.
3. To appoint Statutory Auditors and to fix their remuneration.
4. To transact any other business as may be placed before the meeting with the permission of the Chairman.
5. Any other item with the permission of the Chair.

(By Order of the Board)



(MUHAMMAD KAMRAN)  
COMPANY SECRETARY

LAHORE: November 02, 2023.

**NOTES:**

1. The Share Transfer Books of the Company will remain closed from November 18, 2023 to November 24, 2023 (both days inclusive) for determining entitlement to attend the Annual General Meeting.
2. A member entitled to attend and vote at the Meeting may appoint another member as his/her proxy to attend and vote on his/her behalf. Proxies, in order to be effective, must be received at the Registered Office situated at 5- Zafar Ali Road Gulberg - V, Lahore, of the Company not later than 48 hours before the time of the holding of the Meeting.
3. The shareholders through CDC are requested to bring Original Computerized National Identity Card (CNIC) passport for the purpose of identification to attend the meeting.
4. Shareholders who have not yet submitted copy of the CNIC/NTN certificate to the Company are requested to send the same at the earliest.
5. In case of corporate entity, the Board's resolution or power of attorney with specimen signature of the nominee shall produce at the time of meeting.

6. Shareholders having physical share certificates are requested to immediately notify the change in address, if any to the share registrar of the Company M/s Corplink (Pvt) Limited, Wings Arcade 1-K Commercial Model Town Lahore.
7. The Company has circulated the annual report along with notice of Annual General Meeting to its members through email at their registered emails as also allowed under Section 223(6) of the Companies Act. However, the shareholders who wish to receive the hardcopy of the financial statements are requested to send a request using the "Standard Request Form" (also available on the Company's website <http://www.dandotcement.com>) at the Company address.
8. Section 72 of the Companies Act, 2017 requires every company to replace its physical shares with book-entry form within the period to notify by the SECP. The shareholders having physical shareholding are accordingly encouraged to open their account with Investor Account Services of CDC or Sub-account with any of the brokers and convert their physical shares into scrip less form. This will facilitate the shareholders in many ways, including safe custody and sales of shares, any time they want, as the trading of physical shares is not permitted as per existing regulations of the Pakistan Stock Exchange Limited.
9. Consent for Video Conference facility.

In compliance with Section 134(I)(b) of the Companies Act, 2017, if the Company receive consent from members holding aggregate 10% or more shareholding residing at geographical location to participate in the meeting through video link facility at least 10 days prior to the date of general meeting, the Company will arrange video link facility in that city.

To avail this facility, please provide following information and submit to registered office of the Company. The Company will intimate members regarding venue of video conference facility at least 5 days before the date of the general meeting along with complete information necessary to enable them to access the facility.

I/We,-----of -----being a member of the DANDOT CEMENT COMPANY LIMITED, being holder of Ordinary Shares as per register Folio No.-----hereby option for video conference facility at-----.

Signature of Member.