



**FORM - 17**

February 14, 2024

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

**NOTICE OF EXTRAORDINARY GENERAL MEETING**

Dear Sir,

Enclosed please find a copy of the Notice of Extraordinary General Meeting to be held on March 07, 2024 for circulation amongst the TRE Certificate Holders of the Exchange.

Regards.

Sincerely yours,  
**for ATTOCK PETROLEUM LIMITED,**

Sabih Ul Haq Qureshi  
Company Secretary

Encl: As above

**Attock Petroleum Limited**

**Marketing & Sales Office:** 2<sup>nd</sup>, 7<sup>th</sup> & 8<sup>th</sup> Floor, Attock House, Morgah Rawalpindi, Pakistan.  
Ph: 92-51-5127250-54, Fax: 92-51-5127255, Website: [www.apl.com.pk](http://www.apl.com.pk)



# ATTOCK PETROLEUM LIMITED

## NOTICE OF EXTRAORDINARY GENERAL MEETING

Notice is hereby given that the 15<sup>th</sup> Extraordinary General Meeting being the 43<sup>rd</sup> General Meeting of the shareholders of Attock Petroleum Limited (the “**Company**”) will be held on Thursday, March 07, 2024 at 11:00 a.m. at Attock House, Morgah, Rawalpindi, and through video link to transact the following business:

### **ORDINARY BUSINESS**

To elect seven (07) Directors as fixed by the Board of Directors pursuant to the provisions of Section 159 of the Companies Act, 2017, for a term of three (03) years commencing from March 10, 2024.

Following are the names of the retiring Directors:

- |    |                                |    |                        |
|----|--------------------------------|----|------------------------|
| 1. | Mr. Laith G. Pharaon           | 2. | Mr. Wael G. Pharaon    |
| 3. | Mr. Shuaib A. Malik            | 4. | Mr. Abdus Sattar       |
| 5. | Lt Gen (Retd.) Javed Alam Khan | 6. | Mr. Mohammad Raziuddin |
| 7. | Ms. Zehra Naqvi                |    |                        |

The retiring Directors are eligible for re-election.

**Registered Office:**  
Attock House, Morgah  
Rawalpindi.

**By order of the Board**

- sd -

February 14, 2024

**Sabih Ul Haq Qureshi**  
Company Secretary

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### **NOTES:**

#### **1. CLOSURE OF SHARE TRANSFER BOOKS**

The share transfer books of the Company will remain closed from March 01, 2024 to March 07, 2024 (both days inclusive). The Members whose names appear on the Register of Members as on February 29, 2024 shall be entitled to attend the Meeting.

#### **2. NOTICE OF INTENTION BY PERSONS SEEKING TO CONTEST THE ELECTION**

A member desirous to contest the election of director shall file the following with the Company Secretary at its registered office, located at Attock House Morgah, Rawalpindi, not later than fourteen (14) days before the date of the Meeting:

- Notice of his/her intention to offer himself/herself for election as a Director under Section 159(3) of the Companies Act, 2017 (the “**Act**”), selecting any one category stated below in which he/ she intends to contest, in accordance with the amendments by the SECP in



Regulation 7A of the Listed Companies (Code of Corporate Governance) Regulations, 2019 (the “CCG Regulations”), through S.R.O. 906(1)2023 dated 07-07-2023:

- a) Independent Director
  - b) Female Director
  - c) Other Director
- ii. Consent to act as Director on signed Form-28 under Section 167 of the Act, along with copy of valid CNIC / Passport, taxpayer registration certificate.
  - iii. A declaration in respect of being:
    - a) Compliant with all the applicable laws and regulations including without limiting the requirements of the CCG Regulations and eligibility criteria as set out in Section 155 & Section 156 of the Act, to act as director of a listed company.
    - b) That he / she is not ineligible to become Director of a listed company under Section 153 & 177 of the Act or any other applicable law.
  - iv. A detailed profile along with official address (for placement on the Company's website) as required under SECP's SRO 1196 (1)/ 2019 dated October 03, 2019.
  - v. The candidates are requested to read the relevant provisions / requirements relating to the Election of Directors, as stipulated in the Act and CCG Regulations, the applicable laws and regulations and ensure the compliance with the same in letter and spirit.

### 3. PARTICIPATION IN MEETING THROUGH VIDEO LINK

Shareholders intending to participate in the Meeting via video link, are hereby requested to share the following information with the Company Secretary office at the earliest but not later than 48 hours before the time of the EOGM i.e. before 11:00 a.m. on March 05, 2024.

Name of Shareholder	CNIC No.	Folio No./ CDC Account No.	Mobile No.*	Email Address*

*\*Shareholders are requested to provide active mobile number and email address to ensure timely communication*

#### **Modes of Communication:**

The above mentioned information can be provided through following modes:

- a) Mobile/WhatsApp: 0302-5552157
- b) Email: [meetings@apl.com.pk](mailto:meetings@apl.com.pk)

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 on or before March 05, 2024 by 11:00 a.m.

### 4. E-VOTING & VOTING THROUGH POSTAL BALLOT:

The members are hereby notified that pursuant to Companies (Postal Ballot) Regulations, 2018 amended through Notification vide SRO 2192(1)/2022 dated December 05, 2022 issued by the SECP., the right to vote through electronic voting facility and voting by post shall be provided to the members if the number of persons who offer themselves to be elected is more than the number of

directors fixed by board of directors of the Company, subject to the conditions contained in the Companies (Postal Ballot) Regulations, 2018.

#### **5. FOR ATTENDING THE MEETING:**

- i. In case of individuals, the account holders or sub-account holders and/or the persons whose securities are in group account and their registration details are uploaded as per the regulations, shall authenticate their identity by showing their original Computerized National Identity Card (CNIC) or original passport at the time of attending the Meeting.
- ii. The Beneficial Owner of Central Depository Company, entitled to attend and vote at this Meeting, must bring his/her CNIC or Passport to provide his/her identity.
- iii. In case of corporate entities, the Board of Directors' resolution/power of attorney with specimen signature of the nominees shall be produced (unless it has been provided earlier) at the time of the Meeting.
- iv. CDC account holders are further required to comply with the guidelines laid down by the Securities and Exchange Commission of Pakistan.

#### **6. FOR APPOINTING PROXIES:**

- i. A member of the Company entitled to attend and vote at this Meeting may appoint another person as his/her proxy to attend and vote instead of him/her. Proxy forms in order to be effective must be received at the Registered Office of the Company duly stamped and signed not later than 48 hours before the Meeting.
- ii. In case of individuals, the account holders or sub-account holders and/or the persons whose securities are in group account and their registration details are uploaded as per the regulations, shall submit the proxy forms as per the requirements stated herein.
- iii. The proxy form shall be witnessed by two (2) persons whose names, addresses and CNIC numbers should be mentioned on the proxy form.
- iv. Attested copies of CNIC or the passport of the beneficial owners and the proxy should be furnished with the proxy form.
- v. 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 been provided earlier) along with proxy form to the Company.
- vi. The proxies shall produce their original CNIC or original passport at the time of the Meeting.

#### **7. CHANGE OF ADDRESS:**

Members are requested to promptly notify any change of address to the Company's Share Registrar at following address:

**CDC Share Registrar Services Limited**

CDC House, 99-B, Block "B" S.M.C.H.S. Main Shahrah-e-Faisal, Karachi-74400

## **8. CONSENT FOR 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 to participate in the Meeting through video conference at least Seven (07) days prior to the date of Meeting, the Company will arrange video conference facility in that city subject to availability of such facility in that city. To avail this facility, a request is to be submitted to the Company Secretary of the Company on given address:

**The Company Secretary, Attock Petroleum Limited, 8<sup>th</sup> Floor, Attock House, Morgah, Rawalpindi.**

## **9. STATEMENT OF MATERIAL FACTS UNDER SECTION 166(3) OF THE COMPANIES ACT, 2017**

Independent Directors will be elected through the process of election of directors in terms of Section 159 of the Act read with the CCG Regulations, and they shall meet the criteria laid down under Section 166(2) of the Act.

After the contestants file their notices/ intention to contest in elections, the Company shall assess the relevant qualification and experience along with ensuring that their names are duly included in data bank maintained by the Pakistan Institute of Corporate Governance.

## **10. STATEMENT UNDER SECTION 134(3) OF THE COMPANIES ACT, 2017**

The present directors of the Company, directly or indirectly are not personally interested in above business, except to the extent that they are eligible for re-election for directorship of the Company.