



# SAIF POWER LIMITED

**SAIF GROUP**

Ref: SPL/PSX/04/15/2024

Dated: April 03, 2024

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

Subject: (Pre-publication) Postal ballot for voting through post and e-voting procedure for EOGM April 15, 2024

Dear Sir,

Please find enclosed Ballot Paper for voting through post and e-voting procedure for the Extraordinary General Meeting April 15, 2024 prior to publication in newspapers. Publication will be made in newspapers namely "The Nation" (English) and Nawa-i-Waqat (Urdu) on April 04, 2024

You may please inform the members of the Exchange, accordingly.

Yours Sincerely,

for SAIF POWER LIMITED

  
Waseemullah  
Company Secretary



## PROCEDURE FOR ELECTRONIC VOTING FACILITY AND VOTING THROUGH POSTAL BALLOT ON SPECIAL BUSINESS

The members are hereby notified that pursuant to Companies (Postal Ballot) Regulations, 2018 (“the Regulations”) amended through Notification dated December 05, 2022, issued by the Securities and Exchange Commission of Pakistan (“SECP”), members of Saif Power Limited (“the Company”) will be allowed to exercise their right to vote through electronic voting facility or voting by post for the special businesses in its forthcoming Extraordinary General Meeting (EOGM) to be held on April 15, 2024 at 11:00 a.m., in accordance with the requirements and subject to the conditions contained in the aforesaid Regulations.

Islamabad  
April 04, 2024

**Waseemullah**  
Company Secretary

### 1. Procedure for E-Voting

- a. Detail of e-Voting facility will be shared through the web portal of M/s THK Associates (Pvt) Limited of the Company (being the e-voting service provider) e-mail with those members of the Company who have valid cell numbers i e-mail addresses (Registered e-mail ID) available in the Register of Members of the Company by the close of business on April 05, 2024.
- b. The web address and login details will be communicated to members via email. The security codes will be communicated to members through SMS from web portal of M/s THK Associates (Pvt) Limited (being the e-voting service provider).
- c. Identity of the Members intending to cast vote through e-voting shall be authenticated through electronic signature or authentication for login.
- d. Members shall cast vote for agenda item No.2 , from April 12, 2024 till April 14, 2024 5:00 p.m. A vote once cast by a Member, shall not be allowed to be changed.

### 2. Procedure for voting through Postal Ballot

- a. Members may alternatively opt for voting through postal ballot. For convenience of the members, Ballot Paper is also available on the Company's website [www.saifpower.com](http://www.saifpower.com) to download.
- b. The members must ensure that the duly filled and signed ballot paper, along with a copy of Computerized National Identity Card (CNIC) should reach the Chairperson of the meeting through post at the Company's registered address, 1<sup>st</sup> Floor, Kashmir Commercial Complex, Fazal-e-Haq Road, Blue Area, Islamabad or via email at [Corporate.cp@saifgroup.com](mailto:Corporate.cp@saifgroup.com) one day before EOGM i.e., on April 14, 2024 before 5:00 p.m. A postal ballot received after stipulated time shall not be considered for voting. The signature on the Ballot Paper shall match with signature on the CNIC/ Passport (in case of foreigner). In case of a representative of a body corporate, the Ballot Paper Form must be accompanied by a copy of the CNIC of an authorized person, an attested copy of Board Resolution/Power of Attorney/Authorization Letter etc., in accordance with Section(s) 138 or 139 of the Companies Act, 2017 as applicable.

**Scrutinizer:** In accordance with the Regulation 11 of the Regulations, the Board of the Company has appointed M/s Grant Thornton Anjum Rahman & Co, Chartered Accountants, a QCR rated audit firm, and statutory auditors of the Company, to act as the Scrutinizer of the Company for the special business to be transacted in the meeting and to undertake other responsibilities as defined in Regulation 11A of the Regulations.



# SAIF POWER LIMITED

1<sup>st</sup> Floor, Kashmir Commercial Complex, Fazal-ul-Haq Road, Block E, Blue Area, Islamabad

## BALLOT PAPER FOR VOTING THROUGH POST

For the Special Business at the Extraordinary General Meeting to be held on Monday, April 15, 2024 at 11:00 p.m. at Kehakshan Hall 2 ground floor at the Islamabad Hotel, G-6 Civic Centre, Melody Chowk, Islamabad. Designated email address of the Chairperson at which the duly filled in ballot paper may be sent at [Corporate.cp@saifgroup.com](mailto:Corporate.cp@saifgroup.com) Website address <https://www.saifpower.com>

Name of shareholder/joint shareholder(s):	
Registered Address:	
Folio /CDC Participant / Investor ID with sub-account No.	
Number of shares held	
CNIC / Passport No. (in case of foreigner) (copy to be attached)	

Additional Information and enclosures (In case of representative of body corporate, corporation and Federal Government)

Name of Authorized Signatory:	
CNIC / Passport No. (in case of foreigner) of Authorized Signatory – (copy to be attached)	

I/we hereby exercise my/our vote in respect of the following resolutions through postal ballot by giving my/our assent or dissent to the following resolution by placing tick (✓) mark in the appropriate box below:

### Special Resolutions for agenda item no. 2

“Resolved, that the consent and approval be and is hereby accorded under Section 199 of the companies Act, 2017 and Companies (Investment in Associated Companies or Associated Undertakings) Regulations, 2017 to provide the unsecured Running Finance Facility limit to Saif Textile Mills Limited, an associated company, PKR 1.5 billion for a period of one year on terms as are noted in the statement of material facts annexed herewith and subject to the condition that the limit in the nature of Running Finance Facility shall be renewable by the members for a further period(s) of one year.”

“Further resolved that the Chief Executive Officer or any director of the Company be and is hereby singly authorized to take and /or all actions to implement and give effect to the above resolution and complete any or all necessary required corporate and legal formalities including signing and execution of Agreement(s)/documents for the purpose of the implementation of above resolution.”

Statement under section 134(3) of the Companies Act, 2017 relating to above special businesses annexed with the notice.

Number of Agenda item	I/We assent to the Resolutions - (FOR)	I/We dissent to the Resolutions - (AGAINST)
Agenda item no 2		

### NOTES:

1. Dully filled postal ballot should be sent to the Chairperson of Saif Power Limited at 1<sup>st</sup> Floor, Kashmir Commercial Complex, Fazal-e-Haq Road, Blue Area, Islamabad or through email at [Corporate.cp@saifgroup.com](mailto:Corporate.cp@saifgroup.com)
2. Postal ballot form should reach the Chairperson within business hours on or before April 14, 2024 by 5:00 p.m. Any postal ballot paper received after the stipulated date and time, will not be considered for voting.
3. Copy of CNIC/ Passport No. (in case of foreigner) should be enclosed with the postal ballot form.
4. Incomplete, unsigned, incorrect, defaced, torn, mutilated, over written ballot paper will be rejected.
5. This postal ballot paper is also available for download from the website of Saif Power Limited at <https://www.saifpower.com>. Shareholders may download the ballot paper from website or use the same ballot paper published in newspapers.

Signature of shareholder(s)/ Proxy Holder(s)/Authorized Signatory  
(In case of corporate entity, please affix company stamp)

Place:

Date: