
Pakistan Synthetics Limited

NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the Thirty Fifth Annual General Meeting of the shareholders of Pakistan Synthetics Limited will be held on Friday, October 23, 2020 at 3:30 p.m. at the registered office of the Company at 3rd Floor, Karachi Dock Labour Board Building, 58-West Wharf Road, Karachi to transact the following business:

1. To confirm the minutes of the Thirty Fourth Annual General Meeting of the Company held on October 23, 2019.
2. To receive, consider and adopt the Audited Financial Statements of the Company together with Directors and Auditors' Reports thereon for the year ended June 30, 2020.
3. To appoint the Auditors of the Company and to fix their remuneration. The retiring auditors M/S KPMG Taseer Hadi & Co., Chartered Accountants being eligible have offered themselves for reappointment.
4. To transact any other business with permission of the Chair.

By the Order of the Board

Karachi
Dated: October 2, 2020

SHAHID YAQOOB
COMPANY SECRETARY

NOTES:-

- The Shares Transfer Books of the Company will remain closed from Friday, 16 October 2020 to Friday, 23 October 2020 (both days inclusive). Transfer received at the office of the Company's share registrar M/s F.D. Registrar Services (Private) Limited, 1705, 17th Floor, Saima Trade Tower A, I.I. Chundrigar Road, Karachi, at the close of business on 15 October 2020 will be treated in time to attend the Thirty Fifth Annual General Meeting of the Company.
- CDC members are requested to bring with them their CNIC along with Participant's ID numbers and their account numbers at the time of attending the meeting in order to facilitate identification of the respective members.
- In case of corporate entity, the Board of Directors' resolution/power of attorney with specimen signature of the nominee shall be produced (unless it has been provided earlier) at the time of the meeting.
- A member entitled to attend and vote at the meeting may appoint another member as his/her proxy to attend and vote. Votes may be given either personally or by proxy or by attorney, and in case of a corporation by a representative duly authorized.
- The instrument of proxy, as per form attached, duly executed should be deposited at the Registered Office of the Company at least 48 hours before the time of the Thirty Fifth Annual General Meeting.

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- *The Shareholders are requested to notify the Company if there is any change in their addresses immediately.*
- *CNIC numbers of shareholders are mandatorily required for dividend distribution. Shareholders are therefore requested to submit a copy of their CNIC (if not already provided) to the Share Registrar, M/s F.D. Registrar Services (Private) Limited. In case of non-receipt of the copy of a valid CNIC, the Company would be unable to comply with SRO 831(1)/2012 dated 05 July 2012 of SECP and therefore would be constrained under SECP order dated 13 July 2015 to withhold the payment of dividend of such shareholders. The shareholders while sending CNIC must quote their respective folio number and name of the Company.*
- *In accordance with the provisions of Section 242 of the Companies Act, 2017, dividend payable in cash shall only be paid through electronic mode directly into the bank account designated by the entitled shareholders. All shareholders are requested to provide the details of their bank mandate specifying ; (i) title of account (ii) account number (iii) IBAN number (iv) bank name (v) branch name, code and address to the Company's Share Registrar, M/s F.D. Registrar Services (Private) Limited. Shareholders who hold shares with Participants / Central Depository Company of Pakistan (CDC) are advised to provide the bank mandate details as mentioned above, to the concerned Participant / CDC.*
- *Pursuant to Notification vide SRO 787(1)/2014 of 08 September 2014; SECP has directed to facilitate the members of the company receiving Annual Financial Statements and Notices through electronic mail system (e-mail). We are pleased to offer this facility to our members who desire to receive Annual Financial Statements and Notices of the Company through e-mail in future. In this respect members are hereby requested to convey their consent via e-mail on a standard request form which is available at the Company website i.e. www.pslpet.com. Further, it is the responsibility of the member to timely update the Share Registrar of any change in the registered e-mail address.*
- *The Company shall provide its Member, with the option of e-voting or voting by postal ballot in accordance with the provisions of Companies (Postal Ballot) Regulations, 2018. Shareholders who wish to participate through e-voting are requested to provide not later than seven days from the date of Thirty Fifth Annual General Meeting, through a letter duly signed by them carrying name, Folio/CDC A/c. no., email address, contact number to the share registrar of the Company, M/s F.D. Registrar Services (Private) Limited.*
- *As per 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 7 days prior to the date of Thirty Fifth Annual General Meeting, the Company will arrange video conference facility in that city subject to availability of such facility in that city. To avail this facility, please provide the following information to the Share Registrar, M/s. F.D. Registrar Services (Private) Limited.*

I/We, being a member of Pakistan Synthetics Limited holder of _____ Ordinary shares as per register folio no./CDC A/c. no. _____ hereby opt for video conference facility at _____ (Please insert name of the City)

- *Shareholders who have not yet collected their dividend / physical shares are advised to contact our Share Registrar immediately to collect / enquire about their unclaimed dividend or shares.*