

## AKZO NOBEL PAKISTAN LIMITED

### NOTICE OF 13<sup>th</sup> ANNUAL GENERAL MEETING

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NOTICE is hereby given that the 13<sup>th</sup> Annual General Meeting (the "Meeting") of Akzo Nobel Pakistan Limited (the "**Company**") will be held on 30<sup>th</sup> April 2024, at 10:30 a.m. Virtually to transact the following business:

#### ORDINARY BUSINESS

1. To confirm the minutes of the 12<sup>th</sup> Annual General Meeting held on May 12<sup>th</sup>, 2023.
2. To receive, consider and adopt the audited accounts of Akzo Nobel Pakistan Limited, for the year ended December 31, 2023, together with the Auditors Report and the Directors Report thereon.
3. To appoint the External Auditors of the Company and to fix their remuneration.
4. To elect directors of the Company in accordance with provisions of Section 159 of the Companies Act, 2017 for a term of three years commencing from April 30<sup>th</sup>, 2024. The number of directors to be elected has been fixed at three by the Board of Directors. The Names of the retiring directors who are eligible for re-election are: Mr. Tan Tian Hock Sebastian, Mr. Mubbasher Omar and Ms. Jawairia Hashmi.
5. Any other business with the permission of the Chairman.

09 April 2024  
Lahore

By Order of the Board



Rabia Bakhtawar Pirzada  
Company Secretary

#### NOTES:

##### 1. Closure of Share Transfer Books:

The Share Transfer Books of the Company will remain closed from April 24, 2024 to 30 April, 2024 (both days inclusive). Transfers received in order at the office of our Shares Registrar, Messrs. FAMCO Associates (Pvt) Ltd. 8-F, near Hotel Faran, Nursery, Block 6, P.E.C.H.S.,

Shahrah-e-Faisal, Karachi, by the close of business on April 23, 2024 will be in time to be entitled to participate and vote in the meeting.

## **2. Participation in the Annual General Meeting:**

The members and proxy holders will be able to log in, to participate and vote in proceedings of AGM, through smart phones or computer devices from any convenient location after completing attendance formalities. Members are requested to forward their name, CNIC (both sides scanned copies), folio / CDC account number, cell phone number and email address. with subject '**Registration for AKZO's AGM**' at [saimahaq.nawaz@akzonobel.com](mailto:saimahaq.nawaz@akzonobel.com) by the deadline of 26<sup>th</sup> April 2024. Video link will be shared with only those Members whose emails is received at given email address before 1300hrs on 26 April, 2024.

All Members entitled to attend and vote at the Meeting, are entitled to appoint another person in writing as their proxy to attend and vote on their behalf. A proxy must be a member of the Company. A corporate entity, being a member, may appoint any person, regardless of whether they are a member or not, as its proxy. In case of corporate entities, a resolution of the Board of Directors/Power of Attorney with specimen signature of the person nominated to represent and vote on behalf of the corporate entity, shall be submitted to the Company along with a completed proxy form.

## **3. Form of Proxy**

In order to be effective, duly completed and signed proxy forms must be received at the Company's registered office at 346, Ferozepur Road, Lahore at least 48 hours (excluding holidays) before the time of the meeting. Form of Proxy is attached to the AGM Notice and can also be downloaded from the Company's website: <http://www.akzonobel.pk> Proxy form should be witnessed by two persons whose names, addresses and CNIC Numbers must be mentioned on the form.

## **4. Mandatory Notice to Shareholders who have not provided their CNICs**

All shareholders holding physical shares who have not submitted a copy of their valid CNICs, or passport are requested to send attested copies of their valid CNICs or passport along with their folio number to the Company's Share Registrar. In the absence of a shareholder's valid CNIC or passport number, the Company is constrained to withhold payment of any dividend to such shareholders.

## **5. Electronic transmission of Annual Report 2023**

In compliance with section 223(6) of Companies Act 2017, the Company has electronically transmitted the Annual Report 2023 through email to shareholders whose email addresses are available with the Company's Share Registrar, M/s. FAMCO Associates (Private) Limited. In those cases, where email addresses are not available with the Company's Share Registrar, printed notices of AGM along-with the QR enabled code/weblink to download the said financial statements have been dispatched. However, the Company will provide hard copies of the Annual Report to any member on their demand, at their registered address, free of cost, within one week of receiving such request.

Further, shareholders are requested to kindly provide their valid email address (along with a copy of valid CNIC) to the Company's Share Registrar, M/s. FAMCO Associates (Private) Limited if the member holds shares in physical form or, to the member's respective Participant/ Investor Account Services, if shares are held in book entry form.

## **6. Change of Address and Non-Deduction of Zakat Declaration Form:**

Non-CDC shareholders are requested to notify any change in their addresses immediately and if applicable provide their non-deduction of Zakat Declaration Form to the Company's Share Registrar if not provided earlier. Furthermore, members holding shares in CDC/Participants

accounts are also requested to update their addresses and if applicable, to provide their non-deduction of Zakat Declaration Form to CDC or their Participants/Stockbrokers.

**7. Payment of Past E-Dividends**

Shareholders who have not yet submitted their 24 digits International Bank Account Number (IBAN) are requested to fill Electronic Credit Mandate Form available on Company's website and send it duly signed along with a copy of CNIC to the Registrar of the Company. In case shares are held in CDC then Electronic Credit Mandate Form must be submitted directly to shareholder's broker/participant/CDC account services. Provision of IBAN and bank account details will enable the Company to make payment of past e-dividends through direct credit to shareholder's bank account.

**8. Guidelines for CDC Account Holders:**

CDC account holders will have to follow the guidelines with respect to attending the Meeting and appointing of Proxies as issued by the Securities Exchange Commission of Pakistan through its Circular 1 of January 26, 2000.

**9. UNCLAIMED DIVIDEND / SHARES U/S 244 OF THE COMPANIES ACT, 2017:**

An updated list for unclaimed dividend/shares of the Company, which have remained unclaimed or unpaid for a period of three years from the date these have become due and payable, is available on the Company's website: <http://www.akzonobel.pk/>

Claims can be lodged by shareholders on Claim Form as is available on the Company's website. Claim Forms must be submitted to the Company's Share Registrar for receipt of dividend/ shares.