



HASEEB WAQAS SUGAR MILLS LIMITED

NOTICE OF 24TH ANNUAL GENERAL MEETING

Notice is hereby given that the **24th Annual General Meeting** of **Haseeb Waqas Sugar Mills Limited** will be held at its Registered Office, 06-F, Model Town, Lahore on **Monday 25th January 2016** at 09:00 a.m. to transact the following business:-

ORDINARY BUSINESS:

1. To confirm the minutes of the Last Annual General Meeting held on 31 January 2015.
2. To receive, consider and adopt the Annual Audited Accounts of the Company for the year ended 30 September 2015 together with Directors' and Auditors' Report thereon.
3. To appoint Auditors of the Company for the year ending 30 September 2016 and to fix their remuneration. The retiring auditors M/S Qadeer & Company, Chartered Accountants, being eligible, have offered themselves for re- appointment.
4. To elect 08 (eight) Directors of the Company as fixed by the Board of Directors in accordance with the provisions of Section 178 of the Companies Ordinance, 1984, for a term of next three years. The names of the retiring Directors are given hereunder:-
 1. Mr. Raza Mustafa
 2. Mian Haseeb Ilyas
 3. Mian Waqas Riaz
 4. Mian Abdullah Ilyas
 5. Mrs. Zainab Waqas
 6. Ms. Zakia Ilyas
 7. Mrs. Shahzadi Ilyas
 8. Hafiz M. Irfan Hussain Butt(The retiring Directors are eligible for re-election.)
5. To transact any other business with the permission of the Chair.

By Order of the Board

Place: **Lahore**

Dated: **02 January 2016**

(ANSAR AHMED)

Company Secretary

Notes:

1. The Share Transfer Books of the Company will remain closed from 18 January 2016 to 25 January 2016 (both days inclusive).
2. Any member who seeks to contest election to the office of Directors shall, whether he/she is a retiring Director or otherwise, file with the Company, not later than 14 days before the date of the meeting at which elections are to be held, a notice of his/her intention to offer himself for election as a Director. Declaration in accordance with the Listing Regulations along with consent to act as Director under Section 184 of the Companies Ordinance, 1984 is also to be filed.
3. A member entitled to attend and vote at this meeting may appoint another member as a proxy to attend and vote on his/her behalf. Proxies in order to be effective must be received at the Registered Office of the Company, along with the attested copies of National Identity Card (NIC) or Passport, not less than 48 hours before the meeting and must be duly stamped, signed and witnessed by two persons.
4. The members are requested to promptly notify change in their address, if, any, Hameed Majeed Associates (Pvt.) Limited, H.M. House 7-Bank Square, Lahore.



CDC Account Holders will further have to follow the under mentioned guidelines as laid down in Circular No. 1 dated 26 January 2000 issued by the SECP.

A. For Attending the Meeting:

- i. In case of individuals, the account holder or sub-account holder and/or the person whose securities are in group account and their registration details are uploaded as per the Regulations, shall authenticate his identity by showing his original NIC or Passport at the time of attending the meeting.
- ii. 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.

B. For Appointing Proxies:

- i. In case of individuals, the Account holder or sub-account holder's registration details are uploaded as per the CDC regulations, shall submit the proxy form as per the above requirements.
- ii. The proxy form shall be witnessed by two persons whose names, addresses and NIC numbers shall be mentioned on the form.
- iii. Attested copies of NIC or the passport of the beneficial owners and the proxy shall be furnished with the proxy form.
- iv. The proxy shall produce his original NIC or original passport at the time of the meeting.
- v. In case of corporate entity, the Board of Director's resolution/power of attorney with specimen signature shall be submitted (unless it has been provided earlier) along with proxy form to the company.