



www.dawoodhercules.com

April 4, 2023

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

Dear Sir,

Notice of Annual General Meeting

Enclosed please find a copy of the Notice of the Annual General Meeting to be held on April 26, 2023 for circulation amongst the TRE Certificate Holders of the Exchange.

Kindly acknowledge receipt of the same.

Sincerely,

Imran Chagani
Company Secretary

BOOK POST



Notice of 55th Annual General Meeting
Dawood Hercules Corporation Limited

NOTICE OF 55th ANNUAL GENERAL MEETING

Notice is hereby given to the shareholders of Dawood Hercules Corporation Limited (the "Company") that 55th annual general meeting of the Company will be held on April 26, 2023 at 11:00 AM at the Dawood Foundation Business Hub, Ground Floor, Dawood Centre, M.T. Khan Road, Karachi and via video link facility to transact the following businesses:

ORDINARY BUSINESS:

1. To receive, consider and adopt the Audited Unconsolidated and Consolidated Financial Statements of the Company for the year ended December 31, 2022 together with the Auditors' and Directors' Reports thereon and the Review Report of the Chairman.
2. To appoint Auditors and to fix their remuneration. The members are hereby notified that the Board and the Audit Committee have recommended the reappointment of A. F. Ferguson & Co. (Chartered Accountants), as auditors of the Company.

By Order of the Board

Place: Karachi,
Dated: March 02, 2023

Imran Chagani
Company Secretary

Notes:

1. Video Conference Facility for Annual General Meeting (AGM) of shareholders:

As per the directive issued by Securities and Exchange Commission of Pakistan ("SECP"), the Company has made arrangements of video conference facility to ensure that shareholders can also participate in the AGM proceeding via video link.

The members and their proxies who intends to attend the AGM through video-link must register their particulars by sending an email at company.secretary@dawoodhercules.com. The members registering to connect through video-link facility are required to mention their name, folio number and number of shares held in their name in the email with subject 'Registration for DH Corp AGM' alongwith valid copy of their CNIC/Passport. Video link and login credentials will be shared with the members whose emails, containing all the required particulars, are received at the given email address at least 24 (twenty four) hours before the time of the AGM.

2. Closure of Share Transfer Books:

The Share Transfer Books of the Company will remain closed from April 20, 2023 to April 26, 2023 (both days inclusive). Transfers received in order at the office of the Company's Share Registrar, FAMCO Associates (Private) Limited, 8-F, Near Hotel Faran, Block-6, P.E.C.H.S, Shahrah-e-Faisal, Karachi, (PABX No 021-34380101-5) and email info.shares@famco.com.pk, by close of business on April 19, 2023, will be considered in time to attend and vote at the AGM.

3. Placement of Financial Statements

The Company has placed the Annual Report which includes inter alia notice of meeting, Audited Annual Financial Statements together with Chairman's Review Report, Directors' and Auditors' Report thereon for the year ended December 31, 2022 on its website: www.dawoodhercules.com

4. Participation in the Annual General Meeting:

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 need not be a member of the Company. A corporate entity, being member, may appoint its representative to attend the meeting through resolution of its Board of Directors. Proxy Forms in English and Urdu languages are attached with the notice circulated to the shareholders.

In case of appointment of proxy by a 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.

The proxy holders are required to produce their original valid CNICs or original passports at the time of the meeting.

In order to be effective, duly completed and signed proxy forms must be received at the Company's Registered Office at least 48 (forty-eight) hours before the time of the meeting.

CDC account holders will further have to follow the under mentioned guidelines as laid down by the SECP.

A. For Attending the Meeting

- a. In case of individuals, the account holders or sub-account holders whose registration details are uploaded as per the Regulations shall authenticate his/her original valid CNIC or the original passport at the above-mentioned email address at least 48 (forty-eight) hours before the AGM.
- b. In case of corporate entity, the board of directors' resolution/power of attorney with specimen signature of the nominee shall be shared on the above-mentioned email address at least 48 (forty eight) hours before the AGM (unless it has been provided earlier).

B. For Appointing Proxies

- a. In case of individuals, the account holders or sub-account holders whose registration details are uploaded as per the Regulations shall submit

the proxy form as per above requirements.

- b. Attested copies of valid CNIC or the passport of the beneficial owners and the proxy shall be furnished with the proxy form.
- c. The proxy shall produce original valid CNIC or original passport at the above mentioned email address at least 48 (forty eight) hours before the meeting.
- d. In case of corporate entity, the board of directors' resolution / power of attorney with specimen signature shall be submitted on the email address mentioned above at least 48 (forty eight) hours before the meeting (unless it has been provided earlier) along with proxy form to the Company.
- e. Proxy form will be witnessed by 2 (two) persons whose names, addresses and valid CNIC numbers shall be mentioned on the form.

STATEMENT UNDER REGULATION 4(2) OF THE COMPANIES (INVESTMENT IN ASSOCIATED COMPANIES OR ASSOCIATED UNDERTAKINGS) REGULATIONS, 2017.

SPECIAL RESOLUTION PASSED AT THE EXTRAORDINARY GENERAL MEETING HELD ON NOVEMBER 21, 2022:

In the Extraordinary General Meeting of the Company held on November 21, 2022, a special resolution was passed to make long term investments in the shares of following associated companies.

	Total Investment Approved
• Engro Fertilizers Limited	- PKR 2 billion
• Engro Polymers & Chemicals Limited	- PKR 2 billion
• Engro Powergen Qadirpur Limited	- PKR 350 million
• Frieslandcampina Engro Pakistan Limited	- PKR 1 billion

The Company has so far made investment only in the shares of Engro Fertilizers Limited upto PKR. 76 million.

There is no deviation from the approved timeline of investment as the special resolution dated November 21, 2022 is valid for five (5) years.

SPECIAL RESOLUTION PASSED AT THE ANNUAL GENERAL MEETING HELD ON APRIL 27, 2019:

In the Annual General Meeting of the Company held on April 27, 2019, a special resolution was passed to extend the following short term funded and unfunded financing facilities for the following associated companies.

	Total Investment Approved
• Dawood Lawrencepur Limited	- PKR 5 billion
• Tenaga Generasi Limited	- PKR 1 billion
• Cyan Limited	- PKR 2 billion
• Engro Corporation Limited	- PKR 6 billion
• Engro Fertilizers Limited	- PKR 2 billion
• Engro Polymers & Chemicals Limited	- PKR 2 billion
• Engro Energy Limited	- PKR 2 billion
• Engro EXIMP Agriproducts (Private) Limited	- PKR 1 billion

The Company has not made any investment so far in the above associated companies.

There is no deviation from the approved timeline of investment as the special resolution dated April 27, 2019 is valid for five (5) years.

Attention of the Shareholder is drawn towards the following:

1. Computerized National Identity Card (CNIC) / National Tax Number (NTN):

All those individual members holding physical shares who have not yet recorded their CNIC No., are once again reminded to immediately submit the copy of their CNIC to Company's Share Registrar, FAMCO Associates (Private) Limited, 8-F, near Hotel Faran, Block-6, P.E.C.H.S, Shahrah-e-Faisal, Karachi. Members while sending CNIC must quote their respective folio numbers. The corporate members having CDC accounts are required to have their NTN updated with their respective participants, whereas corporate entities having physical shares should send a copy of their NTN certificates to Company's Share Registrar. The corporate members while sending NTN or NTN certificates, as the case may be, must quote the company name and their respective folio numbers.

2. Payment of Cash Dividend Electronically

Under second proviso to Section 242 of the Companies Act, 2017, listed companies are required to pay declared cash dividends only through electronic mode directly into the bank accounts designated by the entitled shareholders.

Accordingly, the shareholders of the Company are requested to provide the following information for payment of cash dividend to be declared by the Company through electronic mode directly in the bank account designated by you.

Name of Shareholder	
Folio Number	
CNIC Number	
Title of Bank Account	
Account Number	
IBAN Number	
Bank's Name	
Branch Name and Address	
Cell Number of Shareholder	
Landline number of Shareholder	
Email of Shareholder	
Signature of Member	

Note: Signature must match specimen signature registered with the Company

The shareholders are also required to intimate the changes, if any in the above-mentioned information to the Company and the Share Registrar as soon as these occur. In case of shares held electronically, then the above electronic credit mandate form must be submitted directly to shareholder(s)' broker/participant/CDC account services.

3. Withholding Tax on Dividend

In compliance with Section 150 read with Division I of Part III of the First Schedule of the Income Tax Ordinance, 2001 withholding tax on dividend income will be deducted for 'filer' and 'non-filer' shareholders at 15% and 30% respectively. A 'filer' is a taxpayer whose name appears in the Active Taxpayers List (ATL) issued by the FBR from time to time and a 'non-filer' is a person other than a filer. To enable the Company to withhold tax at 15% for filers, all shareholders are advised to ensure that their names appear in the latest available ATL on FBR website, otherwise tax on their cash dividend will be deducted at 30% for non-filers. Withholding tax exemption from the dividend income shall only be allowed if a copy of valid tax exemption certificate is made available to the Share Registrar, M/s. FAMCO Associates (Private) Limited, of the Company by the first day of book closure.

According to the FBR, withholding tax in case of joint accounts will be determined separately based on the 'Filer/ Non-Filer' status of the principal shareholder as well as the status of the joint holder(s) based on their shareholding proportions. Members that hold shares with joint shareholders are requested to provide the shareholding proportions of the principal shareholder and the joint holder(s) in respect of shares held by them to our

Share Registrar, M/s. FAMCO Associates (Private) Limited, in writing. In case the required information is not provided to our Registrar it will be assumed that the shares are held in equal proportion by the principal shareholder and the joint holder(s).

4. Zakat Declaration

The members are requested to submit their Zakat Declarations to the Share Registrar in order to claim exemption from deduction of Zakat.

5. Unclaimed Dividend

Shareholders, who by any reason, could not claim their dividends/shares, if any, are advised to contact our Share Registrar, FAMCO Associates (Private) Limited, 8-F, near Hotel Faran, Block-6, P.E.C.H.S, Shahrah-e-Faisal, Karachi, to collect / enquire about their unclaimed dividend/shares, if any.

In compliance with Section 244 of the Companies Act, 2017, after having completed the stipulated procedure, all such dividend outstanding for a period of 3 years or more from the date due and payable shall be deposited to the Federal Government in case of unclaimed dividend and in case of shares, shall be delivered to the SECP.

6. Transmission of Annual Accounts, Notices of Meetings, Auditor's Report and Directors' Report through CD, DVD or USB:

The shareholders of the Company have accorded approval in general meeting for transmission of annual reports including annual audited accounts, notices of annual general meetings and other information contained therein of the Company through CD or DVD or USB instead of transmitting the same in hard copies. Please note that from this year we are sending Annual Reports / Notice of AGM through emails to those shareholders whose email addresses are available with the Company and rest shareholders will be dispatched Annual Report on CDs and printed Notice of AGM and Proxy form through Book Post.

The shareholders who wish to receive hard copy of the aforesaid documents may send to the Company Secretary / Share Registrar, the Standard Request Form provided in the annual report and also available on the website of the Company and the Company will supply hard copies of the aforesaid document to the shareholders on demand, free of cost, within one week of such demand. The shareholders who intend to receive the annual report including the notice of meeting through e-mail are requested to provide their written consent on the Standard Request Form provided in the annual report and also available on the Company's website: www.dawoodhercules.com.

7. Deposit of Physical Shares into CDC Accounts

As per Section 72 of the Companies Act, 2017 every existing company shall be required to replace its physical shares with book-entry form in a manner as may be specified and from the date notified by the Commission, within a period not exceeding four years from

the commencement of the Companies Act, 2017 i.e., May 31, 2017.

Furthermore, Securities and Exchange Commission of Pakistan vide its letter CSD/ED/Misc/2016-639-640 dated March 26, 2021, has directed all listed companies to pursue such shareholders who are still holding shares in physical form to convert the same into book entry form. In this regard, shareholder having physical shareholding are requested to open CDC sub-account with any of the brokers or investor's account directly with the CDC to place their physical shares into scrip-less form. This will facilitate them in many ways including safe custody and sale of shares, anytime they want as the trading of physical shares is not permitted as per existing Regulations of the Pakistan Stock Exchange Limited.



Dawood Hercules

Proxy Form

I/We _____
of _____ being a member of Dawood Hercules Corporation Limited and
holder of _____ Ordinary Shares, as per:

Share Register Folio No. _____ and/or _____
CDC Participant IDNo. _____ Sub A/c No. _____
hereby appoint _____ of _____ as my/our proxy to attend,
speak, and vote for me/us and on my/our behalf, at the Annual General Meeting (AGM) of the
Company to be held on Wednesday, April 26, 2023 at 11:00 AM at the Dawood Foundation
Business Hub, Ground Floor, Dawood Centre M.T. Khan Road, Karachi and via video link
facility, and at any adjournment thereof.

Signed this _____ day of _____ 2023.

WITNESSES -1:

Signature: _____
Name: _____
Address: _____
CNIC No. or _____
Passport No. _____



Signature should agree with
the specimen signature with
the Company.

WITNESSES -2:

Signature: _____
Name: _____
Address: _____
CNIC No. or _____
Passport No. _____

IMPORTANT:

1. This Proxy Form, duly completed, must be deposited at the Company's Registered Office, not less than forty-eight (48) hours before AGM.
2. CDC shareholders and their proxies are requested to attach and attested photocopy of their valid Computerized National Identity Card (CNIC) or Passport with this proxy form before submission to the Company.
3. All proxies attending the AGM are requested to bring their original CNIC/Passport for identification.

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Dawood Hercules Corporation Limited
Dawood Centre, M.T. Khan Road, Karachi - 75530
Tel: +92-21-35686001 Fax: +92-21-35644147
www.dawoodhercules.com



Dawood Hercules

نمائندگی کا فارم

میں / ہم _____ ساکن _____
بحیثیت ممبر داؤد ہرکولیس کارپوریشن لمیٹڈ کے رکن و حامل _____ عام حصص برطانیق شیئرز رجسٹرڈ فوایونڈیشنز
اور / یا سی ڈی سی کے شرکائی آئی ڈی نمبر _____ اور ذیلی کھاتہ نمبر _____ محترم / محترمہ
ساکن _____ کو بروز بدھ مورخہ ۲۶ اپریل ۲۰۲۳ بوقت ۱۱:۰۰ بجے صبح بمقام داؤد فاؤنڈیشن برنس جب، گراؤنڈ فلور، داؤد سینٹر،
ایم ٹی خان روڈ، کراچی میں ویڈیولنک کی سہولت کے ساتھ منعقد یا ملتوی ہونے والے سالانہ اجلاس عام میں رائے و ہمدگی کے لئے اپنا نمائندہ مقرر کرتا / کرتی ہوں۔
دستخط _____ بروز _____ ۲۰۲۳

دستخط کپنی کے پاس پہلے سے محفوظ دستخطی نمونہ کے مطابق ہونے ضروری ہیں۔

گواہ (۱)

دستخط گواہ: _____
نام: _____
پتہ: _____
قومی شناختی کارڈ نمبر یا: _____
پاسپورٹ نمبر: _____

گواہ (۲)

دستخط گواہ: _____
نام: _____
پتہ: _____
قومی شناختی کارڈ نمبر یا: _____
پاسپورٹ نمبر: _____

نوٹ:

- تمام نامزد گواہ اس صورت میں موثر ہوں گی جب پر کسی فارم ہنام کپنی کے رجسٹرڈ آفس میں اجلاس کے مقررہ وقت سے ۳۸ گھنٹے قبل موصول ہوں۔
- سی ڈی سی شیئرز ہولڈرز اور ان کے نمائندوں سے فرد افراد درخواست ہے کہ وہ اپنے کمپیوٹرائزڈ قومی شناختی کارڈ کی تصدیق شدہ نقل یا پاسپورٹ، نمائندگی فارم داخل کرنے سے قبل اس کے ساتھ منسلک کریں۔
- تمام پر کسی ہولڈرز اپنی شناخت کے لئے اجلاس کے وقت اپنا اصل شناختی کارڈ یا پاسپورٹ ضرور پیش کریں۔

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Dawood Hercules Corporation Limited
Dawood Centre, M.T. Khan Road, Karachi - 75530
Tel: +92-21-35686001 Fax: +92-21-35644147
www.dawoodhercules.com

55 ویں سالانہ اجلاس عام کا نوٹس

بذریعہ پبلک اطلاع کیا جاتا ہے کہ داؤد ہرکولیس کارپوریشن لمیٹڈ ("کمپنی") کے حصص یافتگان 55 واں سالانہ اجلاس عام 26 اپریل 2023 کو بوقت صبح 11:00 بجے "داؤد فاؤنڈیشن برنس حب"، گراؤنڈ فلور، داؤد سینٹر، ایم ٹی خان روڈ کراچی میں اور بذریعہ ویڈیو لنک کی سہولت منعقد ہوگا جس میں درج ذیل امور منجائے جائیں گے۔

عمومی امور

- 31- دسمبر 2022 کو ختم ہونے والے سال کے لیے کمپنی کے سالانہ آڈٹ شدہ غیر اشتهال شدہ اور اشتهال شدہ مالی گوشواروں کو مع آڈیٹرز اور ڈائریکٹرز کی رپورٹوں اور چیئرمین کی جائزہ رپورٹ کی وصولی ان پر غور و خوض اور منظوری دینا۔
- آڈیٹرز کا تقریر اور ان کے معادضے کا تعین کرنا۔ ممبران کو ذریعہ پبلک نوٹس دیا جاتا ہے کہ بورڈ آڈٹ کمیٹی نے اے ایف فرگن اینڈ کمپنی (چارٹرڈ اکاؤنٹینٹس) کی کمپنی کے آڈیٹرز کے طور پر دوبارہ تقرری کی سفارش کی ہے۔

بحکم بورڈ

عمران چاگنی

کمپنی سیکریٹری

کراچی، مورخہ 02 مارچ 2023

نوٹس:

1- ویڈیو کانفرنس کی سہولت کے ذریعے سالانہ اجلاس عام میں شرکت:

سیکیورٹیز اینڈ ایکسچینج کمیشن آف پاکستان ("SECP") کی ہدایات کے مطابق کمپنی نے سالانہ اجلاس عام کی کارروائی میں حصص یافتگان کی بھرپور شرکت کو یقینی بنانے کی خاطر ویڈیو کانفرنس کی سہولت کا انتظام کیا ہے۔ سالانہ اجلاس عام میں شرکت کے خواہاں ممبران اور ان کے پراکسیز کو چاہئے کہ اپنے کوائف companysecretary@dawoodhercules.com پر ای میل ارسال کر کے خود کو رجسٹرڈ کروائیں۔ ویڈیو لنک کی سہولت کے ذریعے شرکت کی غرض سے رجسٹریشن کروانے والے ممبران کو "Registration for DH Corp AGM" کے عنوان سے ارسال کی جانے والی اپنی ای میل میں اپنے ممبران CNIC / پاسپورٹ کی نقل کے ہمراہ اپنا نام، فوٹیو نمبر اور اپنے نام پر موجود شیئرز کی تعداد بیان کرنا ہوگی۔ ویڈیو لنک اور Log in کی تفصیلات ان ممبران کو فراہم کی جائیں گی، مطلوبہ تفصیلات پر مشتمل جن کی ای میل دینے کے ای میل ایڈریس پر سالانہ اجلاس عام کے انعقاد سے کم از کم 24 (چوبیس) گھنٹے قبل تک موصول ہو جائیں گی۔

2- حصص کی منتقلی کے کھاتوں کی مدد:

کمپنی کے حصص منتقلی کے کھاتے تاریخ 20 اپریل 2023 تا 26 اپریل 2023 تک (بشمول دونوں ایام) بند رہیں گے۔ 19 اپریل 2023 کو کاروباری اوقات کار کے اختتام تک کمپنی کے شیئرز رجسٹر اری میسرز نیکو ای بی ایٹس (پرائیویٹ) لمیٹڈ، 8-F، نزد ہوٹل فاران، بلاک 6، H.E.C.H.S، شاہراہ فیصل کراچی PABX نمبر 021)34380101-5 اور ای میل info.shares@famco.com.pk کو موصول ہونے والی درخواستیں سالانہ اجلاس عام میں شرکت کرنے اور رائے دینے کے استحقاق کیلئے بروقت بھیجی جائیں گی۔

3- مالیاتی گوشواروں کی فراہمی

کمپنی نے اپنی سالانہ رپورٹ جس میں منجملہ دیگر اشیاء کے اجلاس کا نوٹس، 31 دسمبر 2022 کو اختتام پذیر ہونے والے سال کے لئے آڈٹ شدہ سالانہ مالیاتی گوشوارے مع چیئرمین کی جائزہ رپورٹ، ڈائریکٹرز اور آڈیٹرز کی رپورٹ شامل ہیں، اپنی ویب سائٹ www.dawoodhercules.com پر رکھ دیئے گئے ہیں۔

4- سالانہ اجلاس عام میں شرکت:

اجلاس عام میں شرکت اور رائے دہی کے حقدار تمام ممبران مستحق ہیں کہ ان کی جانب سے اجلاس عام میں شرکت اور ووٹ ڈالنے کے لئے کسی دوسرے شخص کی تقرری بطور امداد کی اطلاع کریں۔ ضروری نہیں کہ پراکسی کمپنی کا ممبر ہو۔ کارپوریشن ادارہ، رکن ہونے کے ناطے، کسی بھی فرد کی تقرری، خواہ وہ ممبر ہو یا نہ ہو، بورڈ آف ڈائریکٹرز کی قرارداد کے ذریعے کر سکتا ہے۔ اردو اور انگریزی زبانوں میں پراکسی فارم حصص مالکان کو جاری کردہ نوٹس کے ساتھ منسلک ہیں۔

کارپوریشن اداروں کی صورت میں، کارپوریشن اداروں کی طرف سے نمائندگی اور رائے دہی کے لئے نامزد شخص کے دستخط کے نمونے کے ساتھ بورڈ آف ڈائریکٹرز/مختار نامہ کی قرارداد، مکمل پراکسی فارم کے ساتھ کمپنی کو پیش کی جائے گی۔ پراکسی ہولڈرز کو اجلاس کے وقت اپنے اصل درست CNICs (شناختی کارڈ) یا اصل پاسپورٹ ساتھ لانے کی ضرورت ہے۔

موترو ہونے کے لئے اس کا شیئرز رجسٹر کے دفتر میں اجلاس کے انعقاد سے کم از کم 48 گھنٹے قبل باضابطہ طور پر مکمل اور دستخط شدہ پراکسی فارم موصول ہونا لازمی ہے۔

سی ڈی سی اے کاؤنٹ ہولڈرز کو سیکورٹیز اینڈ ایکسچینج کمیشن آف پاکستان کی جاری کردہ مندرجہ ذیل ہدایات پر عمل کرنا ہوگا:

A- اجلاس عام میں شرکت کے لئے:

a- افرادی صورت میں، اکاؤنٹ ہولڈرز یا سب اکاؤنٹ ہولڈرز کو، جن کی رجسٹریشن تفصیلات قواعد کے مطابق اپ لوڈ کی جا چکی ہیں، سالانہ اجلاس سے کم از کم 48 گھنٹے قبل اوپر دیئے گئے ای میل ایڈریس پر اصل کارڈ CNIC یا اصل پاسپورٹ پیش کر کے شناخت ثابت کرنا ہوگی۔

b- کارپوریشن ادارے کی صورت میں، سالانہ اجلاس سے کم از کم 48 گھنٹے قبل اوپر دیئے گئے ای میل ایڈریس پر بورڈ آف ڈائریکٹرز کی منظوری/مختار نامہ مع امیدوار کے دستخط کا نمونہ (اگر پہلے فراہم نہ کیا گیا ہو) فراہم کرنا ہوگا۔

B- برائے تقرری پراکسیز:

a- افرادی صورت میں، اکاؤنٹ ہولڈرز یا سب اکاؤنٹ ہولڈرز کو، جن کی رجسٹریشن تفصیلات قواعد کے مطابق اپ لوڈ کی جا چکی ہیں، مندرجہ بالا قواعد کے مطابق پراکسی فارم جمع کروانا ہوگا۔

b- ممبران اور پراکسی کے مؤثر کمپیوٹرائزڈ قومی شناختی کارڈ یا اصل پاسپورٹ کی تصدیق شدہ نقل پراکسی فارم کے ساتھ پیش کی جانی چاہیں۔

c- پراکسیز کو سالانہ اجلاس سے کم از کم 48 گھنٹے قبل اوپر دیئے گئے ای میل ایڈریس پر اصل مؤثر کمپیوٹرائزڈ قومی شناختی کارڈ یا اصل پاسپورٹ پیش کرنا ہوگا۔

d- کارپوریشن ادارے کی صورت میں بورڈ آف ڈائریکٹرز کی منظوری/مختار نامہ مع نامزد فرد کے دستخط کا نمونہ، پراکسی فارم کے ساتھ کمپنی کو سالانہ اجلاس سے کم از کم 48 گھنٹے قبل اوپر دیئے گئے ای میل ایڈریس پر (اگر پہلے جمع نہ کروایا گیا ہو) فراہم کرنا ہوگا۔

e- پراکسی فارم پر دو گواہان کی شہادت موجود ہونی چاہئے اور ان کے نام، پتے اور مؤثر قومی شناختی کارڈ نمبر درج ہونے چاہئیں۔