

# HINOPAK MOTORS LIMITED

## NOTICE OF ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN that the 37th Annual General Meeting (AGM) of the Shareholders of Hinopak Motors Limited (the Company) will be held at the Registered Office of the Company situated at D-2, S.I.T.E., Manghopir Road, Karachi on Thursday, July 28, 2022, at 09:30 a.m.

The Company has also arranged the participation of shareholders through a video facility. The detailed procedure is mentioned later, in the notes. Following businesses will be transacted during the meeting:

### ORDINARY BUSINESSES

1. To receive, consider and adopt the Audited Financial Statements of the Company for the year ended March 31, 2022, together with the Reports of the Directors and Auditors.
2. To appoint auditors for the ensuing year and fix their remuneration.
3. Any other business with the permission of the Chair.

By Order of the Board  
**ABDUL BASIT**  
Company Secretary

Karachi: July 07, 2022

### Notes

#### i. Online Participation in the Annual General Meeting

The Company has decided to facilitate its shareholders by also allowing the Shareholders to attend the meeting through video-link for the safety and well-being of the shareholders. The shareholders who are interested in attending the AGM proceedings online may send the below information along with valid copy of both sides of the Computerized National Identity Card (CNIC) with the subject "Registration for Hinopak Motors Limited AGM" at [info@hinopak.com](mailto:info@hinopak.com) for their/their appointed proxy's verification. Such information should be sent from their duly registered valid email ID for the registration purposes latest by July 20, 2022.

Shareholder's Name	Folio/CDC No.	No. of Shares Held	CNIC No.	Cell No.	Registered Email ID

A detailed procedure shall be communicated through email directly to the shareholders who have provided their valid email IDs and the same shall be placed on the Company's website <https://www.hinopak.com> in the investor relations section.

Shareholders can also provide their comments/suggestions for the agenda items of the AGM at the email address [info@hinopak.com](mailto:info@hinopak.com).

Members are therefore, encouraged to attend the AGM through video-link or by consolidating their attendance through proxies.

#### ii. Closure of Share Transfer Books

The Share Transfer Books of the Company will remain closed from July 20, 2022, to July 28, 2022 (both days inclusive). No transfer will be accepted for registration during this period. Transfers received at Share Registrar Office M/s FAMCO Associates (Pvt.) Limited, at the close of business on July 19, 2022, will be treated in time to attend and vote at the meeting.

#### iii. For Attending the Meeting

In case of individuals, the Account Holders or sub-account holders and/or the persons whose securities are in group account and their registration details are uploaded as per the Regulations, shall authenticate their identity by showing original CNIC or original passport at the time of attending the meeting.

In the case of a corporate entity, the Board of Directors' Resolution/Power of Attorney with the specimen signature of the nominee shall be produced (if it has not been provided earlier) at the time of attending the meeting.

#### iv. Proxy

A member entitled to attend and vote at this General Meeting is entitled to appoint a proxy to attend, speak, and vote in his/her place at the meeting. Instrument appointing a proxy must be deposited at the Registered Office of the Company at least forty-eight hours before the time of the meeting.

To facilitate identification for the right to attend the Annual General Meeting, a shareholder whose holdings are on the Central Depository System (CDS) or his/her proxy should authenticate his/her identity by showing his/her original CNIC or original Passport at the time of attending the meeting; along with the Participant's Identity Number and Shareholder's account number allocated by the Central Depository Company.

In the case of a corporate entity, the Board of Directors' Resolution/Power of attorney with specimen signature of the nominee shall be produced at the time of the meeting.

#### v. Notice to Shareholders who have not provided their CNIC

The Individual Members who have not yet submitted the photocopy of their valid Computerized National Identity Card (CNIC) to the Company/Share Registrar, are once again reminded to send the same at the earliest directly to Company's Share Registrar, M/s FAMCO Associates (Pvt.) Limited. In case of non-receipt of the copy of a valid CNIC, the Company would be constrained under section 243(3) of the Companies Act, 2017, to withhold dividend (if any) of such shareholders.

#### vi. Notice to Shareholders who have not provided their IBAN

In accordance with the provisions of Section 242 of the Companies Act, 2017, it is mandatory for a listed company to pay cash dividend to its shareholders only through electronic mode directly into the bank account designated by the entitled shareholders. Therefore, shareholders are requested to provide their bank details by filling up the Electronic Credit Mandate Form available at <https://famco.com.pk/> and send the duly filled form along with a copy of CNIC to the Company's Share Registrar, M/s FAMCO Associates (Pvt.) Limited.

#### vii. Change of Address

The Shareholders are requested to intimate any changes in their addresses to the Share Registrar, M/s FAMCO Associates (Pvt.) Limited.

#### viii. Conversion of Physical Shares into Book Entry Form

In accordance with the provisions of Section 72 of the Companies Act, 2017, and subsequent directives received from the SECP for all listed companies to pursue with their physical shareholders and require them to convert their shares in the Book-Entry Form. In order to comply with the directives, the Physical Shareholders are once again reminded to convert their shares into Book-Entry Form through Investor Accounts Services of Central Depository Company or any Participant/TRE Certificate-holder of the Pakistan Stock Exchange Limited.

#### ix. Video-link Facility to Members

If the Company receives consent from the members holding at least 10% shareholding residing in a city, to participate in the meeting through video-link at least 07 days prior to the date of the meeting, the Company will arrange facility of video-link in that city, subject to availability of such facility in that city.

To avail this facility please provide the following information to our Share Registrar M/s FAMCO Associates (Pvt.) Limited.

I/We, \_\_\_\_\_ of \_\_\_\_\_, being a member of Hinopak Motors Limited, holder of \_\_\_\_\_ ordinary share(s) as per Registered Folio/CDC Account No. \_\_\_\_\_ hereby opt for video conference facility at \_\_\_\_\_.

Signature of Member(s)

#### x. Placement of Financial Statements on Website:

The Financial Statements of the Company for the year ended March 31, 2022, along with reports have been placed on the website of the Company: <https://www.hinopak.com/finance.htm>

