

NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the 64th Annual General Meeting of the shareholders of Buxly Paints Limited will be held at Cyrus Minwalla Colony Hall, Parsi gate, Mehmoodabad, Karachi on Wednesday, October 24, 2018 at 10:00 a.m. to transact the following business:

ORDINARY BUSINESS:

1. To confirm the minutes of the Annual General Meeting of the Company held on October 28, 2017.
2. To receive, consider and approve the Audited Accounts of the Company for the year ended June 30, 2018 together with Directors' and Auditors' Report thereon.
3. To appoint M/S Rehman Sarfraz Rahim Iqbal Rafiq, Chartered Accountants as Auditor of the Company for the year ending June 30, 2019 and fix their remuneration.
4. To transact any other business with the permission of the chair.

By Order of the Board

Karachi: - October 02, 2018

Asad Ali
Company Secretary

Registered Office:
X-3, Manghopir Road
S.I.T.E., Karachi.

Note:

1. The Share Transfer Books of the Company will remain closed from Wednesday, October 17, 2018 to Wednesday, October 24, 2018 (both days inclusive).
2. A member of the Company entitled to attend, speak and vote at this meeting may appoint another member as his/her proxy to attend, speak and vote on his/her behalf.
3. CDC Account Holders will further have to follow the under-mentioned guidelines as laid down by the Securities and Exchange Commission of Pakistan.

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/her identity by showing his/her Computerized National Identity Card (CNIC) or original 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 and/ or the person whose securities are in group account and their registration details are uploaded as per the Regulations shall submit the proxy form as per the above requirement.
 - ii. The proxy form shall be witnessed by two persons whose name, addresses and CNIC numbers shall be mentioned.
 - iii. Attested copies of the CNIC or the passport of the beneficial owners and proxy shall be furnished with the proxy form.
 - iv. The proxy shall produce his/her original CNIC or original passport at the time of the meeting.
 - v. In case of corporate entity, the Board of Directors' resolution/ power of attorney with specimen signatures shall be submitted (unless it has been provided earlier) along with proxy form to the Company.
4. The form of proxy to be valid must be properly filled in/ executed and received at the Company's Registered Office not later than 48 hours before the time of meeting.
 5. Members are requested to notify the Shares Registrar of the Company their email addresses for prompt communication along with any change in their postal addresses.
 6. Members who have not yet submitted photocopies of their Computerized National Identity Card (CNIC) are requested to send the same to our Share Registrar at the earliest.
 7. Pursuant to the requirement of Section 242 of the New Companies Act 2017, shareholders are MANDATORILY required to provide their bank account detail to receive their cash dividend directly into their bank accounts instead of receiving it through dividend warrants. In this regard and in pursuance of the directives of the SECP vide Circular no 18 of 2017 dated August 01, 2017, shareholders are requested to submit their written request (if not already provided) to the Company's Share Registrar, giving particulars of their bank details.
 8. As per requirement of section 134 (1) (b) of the Companies Act 2017 read with SECP's Circular No. 10 of 2014 dated May 21, 2014, if certain members who hold ten percent of the total paid up capital or such other percentage as may be specified, reside in any other city, such members may demand the Company to provide them the facility of video-link to for attending the meeting and if the Company receives consent from members holding in aggregate 10% or more shareholding residing at a geographical location, to participate in the meeting through video conference at least 10 days prior to the date of the meeting, the Company will arrange video conference facility in that city subject to availability of such facility in that city. The members should provide their consent as per the following format and submitted to the registered address of the Company;

Consent Form for Video Conferencing Facility

"I/we, _____ of _____, being a member of the Buxly Paints Limited, holder of _____ Account no. _____ hereby opt for video conference facility at _____ (geographical location).

9. Form of Proxy enclosed herewith.

TRANSMISSION OF ANNUAL FINANCIAL STATEMENTS THROUGH E-MAIL

The Securities and Exchange Commission of Pakistan vide SRO 787(I)/2014 dated September 08, 2014 has allowed companies to circulate annual balance sheet, profit & loss account, auditors' and directors' report along with notice of annual general meeting to its members through e-mail. Members who wish to avail this facility can give their written consent. Standard request form has also been placed on website of the Company. The members are requested to send the information on the same to our shares registrar (M/s THK Associates Private Limited, 1st Floor, 40-C, Block-6, P.E.C.H.S., Karachi)

TRANSMISSION OF ANNUAL FINANCIAL STATEMENTS THROUGH CD/DVD/USB

SECP through its SRO 470(I)/2016 dated May 31, 2016 have allowed companies to circulate the annual balance sheet, profit and loss account, auditors' report and directors' report etc to its members through CD/DVD/USB at their registered addresses. However a shareholder may request to the Company Secretary or share registrar office at THK Associates Private Limited, 1st Floor, 40-C, Block-6, P.E.C.H.S., Karachi to provide at his/her registered address, free of cost, within one week of the demand.

STATEMENT OF UNCLAIMED OR UNPAID AMOUNTS UNDER SECTION 244 OF THE COMPANIES ACT, 2017

The Securities and Exchange Commission of Pakistan pursuant to section 244 read with section 510 of the Companies Act 2017 directs all Companies to submit a statement to the Commission through eServices portal (<https://eservices.secp.gov.pk/eServices/>) stating therein the number or amounts, as the case may be, which remain unclaimed or unpaid for a period of three years from the date it is due and any other instrument or amount which remain unclaimed or unpaid, as may be specified.

Through this notice, the shareholders are intimated to contact with the Company for any unclaimed dividend/shares within a period of seven days after publishing this notice to meet the compliance of SECP Direction no. 16 of 2017 dated 07 July 2017. The Shareholders are requested to contact the Company on its registered address regarding any unclaimed dividends or undelivered shares (if any).