

Notice of Annual General Meeting

Notice is hereby given that the 66th Annual General Meeting of Buxly Paints Limited will be held virtually via video video-link/Zoom Cloud meeting for the well being of shareholders in the light of the posed by the evolving COVID-19 situation on Friday, October 23, 2020 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, 2019.
2. To receive, consider and approve the Audited Accounts of the Company for the year ended June 30, 2020 together with Directors' and Auditors' Report thereon.
3. To appoint M/S RehmanSarfraz Rahim Iqbal Rafiq, Chartered Accountants as Auditor of the Company for the year ending June 30, 2021 and fix their remuneration.
4. To transact any other business with the permission of the chair.

By Order of the Board

Karachi: - October 02, 2020

Aneela Naz
Company Secretary

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

Note:

1. Share Transfer Books of the Company will remain closed from Saturday, October 17, 2020 to Friday, October 23, 2020 (both days inclusive). Transfers received in order up to the close of business on October 16, 2020 at the registered address of the Company at X-3, Manghopir Road, SITE Karachi will be entitled to voting rights at the Annual General Meeting.
2. A member of the Company entitled to attend and vote at the meeting may appoint another member as his/her proxy to attend and vote. Votes may be given personally or by proxy or by Attorney or in case of a Corporation by representative. The instrument of proxy duly executed should be lodged at the corporate office of the company at the registered address of the Company at X-3, Manghopir Road, SITE Karachi not later than 48 hours before the time of meeting.
3. In view of threat by the coronavirus (COVID-19) situation, the Securities & Exchange Commission of Pakistan vide Circular No. 5 dated March 17, 2020 has advised the Company to modify their planning for Annual General Meeting in order to protect the well-being of the shareholders.
4. The entitled shareholders whose name appear in the Books of Company by the close of business in October 16, 2020 who are interested to attend AGM through online platform are hereby requested to get themselves registered with the Company Secretary office by providing the following details at the earliest but not later than 48 hours before the time of AGM at rizwan.baloch@buxly.com

Name of Shareholders	CNIC No.	Folio No./ CDS No.	Cell Nmuber	Email Address

Upon the receipt of above information from interested shareholders, the Company will send the login details at their email addresses.

5. The company has been dispatching the notice of AGM to all the members through post to their registered address. In addition, the Notice along with the proxy form is available on Company website www.buxly.com.pk and has been sent to the PSX via the PUCARS system. In the event of any difficulty in accessing the Notice or proxy form, members can contact the Company via email at rizwan.baloch@buxly.com the Company will send a copy of the Notice and proxy form via e-mail only to those members who place a request in writing and have provided their e-mail addresses to the Share Registrar of the Company, THK Associate (Private) Limited.
6. Any individual benefit Owner of the Central Depository Company (CDC), entitled to vote at this meeting must bring his/her computerized national identity card (CNIC) or passport (in case of foreigner) along with CDC account number to prove his/her identity and in case of proxy must enclose an attested copy of his/her CNIC or passport. Representative of corporate members should bring the usual documents required for such purpose.
7. Member are requested to immediately inform the company's Share Registrar of any change in their mailing address.
8. Members are requested to provide by mail, photocopy of their CNIC or Passport (in case of foreigner), unless it has been provided earlier, enabling the company to comply with relevant laws.
9. SECP through its SRO 470(1)/2016, dated 31 May 2016, had allowed companies to circulate Annual Audited Accounts to its members through CD/DVD/USB at their registered addresses. In view of this, the Company will send its 2020 annual report to its shareholders in form of CD. Any member requiring printed copy of 2020 annual report may send a request with identification details, the Company will send the hard copy of printed accounts 2020 free of cost within one week.
10. In accordance with Section 132 (2) of the Companies Act, 2017 if the Company receives consent from members holding in aggregate 10% or more shareholding residing in a geographical location to participate in the meeting through video conference at least 10 days prior to the date of Annual General Meeting, the Company will arrange video conference facility in the place subject to availability of such facility in that place. To avail this facility a request is to be submitted to the Company Secretary of the Company on given address.
11. Shareholders have an option to receive Annual Audited Financial Statements and Notice of Annual General Meeting through email. However, if a shareholder, in addition, request for hard copy of the Audited Financial Statements, the same shall be provided free of cost within seven (07) days of receipt of request.