



**Notice of Extraordinary General Meeting
Hascol Petroleum Limited**

Notice is hereby given that an Extraordinary General Meeting of Hascol Petroleum Limited will be held on Friday, 08 September 2023 at 12:00 noon at Marriott Hotel, 9 Abdullah Haroon Road, Civil Lines, Karachi and virtually through video-link facility to transact the following business:

Ordinary Business

1. To confirm the minutes of the 21st Annual General Meeting of the Company held on 31st August 2023.
2. To elect seven (07) directors of the Company, as fixed by the Board of Directors, in accordance with the provisions of Section 159(1) of the Companies Act, 2017, for a term of three years commencing from 08 September 2023.

The retiring directors are:

- (i) Sir Alan Duncan
 - (ii) Mr. Aqeel Ahmed Khan
 - (iii) Mr. Mohammad Zubair
 - (iv) Mr. Mustafa Ashraf
 - (v) Mr. Farid Arshad Masood
 - (vi) Mr. Abdul Aziz Khalid
 - (vii) Mr. Zafar Iqbal Chaudhry
3. To transact any other business with the permission of the Chair.

By Order of the Board


Farhan Ahmad
Company Secretary

17 August 2023
Karachi

NOTES:

1. The Share Transfer Books of the Company will remain closed from 1st September 2023 to 8th September 2023 (both days inclusive).
2. Only those persons, whose names appear in the register of members of the Company as on 31st August 2023, are entitled to attend, participate in, and vote at the Extraordinary General Meeting.
3. Members interested in attending the Extraordinary General Meeting through electronic means, are requested to register themselves by submitting their following particulars at the email address cdcsr@cdcsrsl.com or WhatsApp number +92-321-8200864 with subject "Registration for Hascol Petroleum Ltd EOGM". The video conferencing link will be sent to the members on the email address provided by them:

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S. #	Company Name	Folio Number / CDC Account #	Name of the Shareholder	CNIC #	Mobile #	E-mail Address
	HASCOL					

The video link and login credentials will be shared with the shareholders whose e-mails, containing all the requested particulars, are received at the above e-mail address by or before the close of business hours on **Wednesday 06 September 2023**.

4. A member of the Company entitled to attend and vote may appoint another person as his / her proxy to attend and vote instead of him / her. The instrument appointing proxy must be received at the registered office of the Company not less than 48 hours before the time for holding the meeting.
5. Pursuant to the Companies (Postal Ballot) Regulations, 2018, for special business and election of directors, where the number of contestants are more than the number of directors to be elected, members will be allowed to exercise their right of vote through postal ballot, that is voting by post or through any electronic mode, in accordance with the requirements and procedure contained in the aforesaid Regulations.
6. An instrument of proxy is being provided with this notice and also available on the Company's Website www.hascol.com.
7. Any member who seeks to contest the election of Directors, whether he is retiring Director or otherwise, shall file with the Company at its registered office not later than fourteen (14) days before the date of meeting, the following documents:
 - (i) Notice of his / her intention to offer himself / herself for election of Directors in terms of Section 159 of the Companies Act, 2017.
 - (ii) His / Her Folio No. / CDC Investor Account No. / CDC Participant ID No. / Sub-Account No.
 - (iii) Consent to act as a Director in Form-28 under section 167 of the Companies Act, 2017.
 - (iv) A detailed profile along with office address and contact information for placement on Company's website as required under SECP's SRO 1196(I)/2019 dated 03 October 2019.
 - (v) The Independent Directors shall submit a declaration under clause 6(3) of the Listed Companies (Code of Corporate Governance) Regulations, 2019 that he / she qualify the criteria of independence notified under section 166 of the Companies Act, 2017.
 - (vi) Attested copy of valid CNIC / Passport and NTN.
 - (vii) Detail of other Directorship(s) and office(s) held.

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- (viii) The candidates are requested to read the relevant provisions / requirements relating to the Election of Directors, as stipulated in the Companies Act, 2017 and the Listed Companies (Code of Corporate Governance) Regulations, 2019, the other applicable laws and regulations and ensure the compliance with the same in letter and spirit.
- (ix) A declaration confirming that:
- (a) He / she is aware of duties and powers under the relevant applicable laws, Memorandum & Articles of Association of Company, the Listed Companies (Code of Corporate Governance) Regulations, 2019 and listing regulations of Pakistan Stock Exchange Limited;
 - (b) He / she is not serving as a director in more than seven (7) listed companies simultaneously including as an alternate Director;
 - (c) He / she is not ineligible to become a Director of a listed company under section 153 of the Companies Act, 2017 and any other applicable laws and regulations.
8. Members having physical shareholding are requested to immediately notify the Company's Share Registrar, Messrs CDC Share Registrar Services Limited, CDC House, 99 – B, Block 'B', S.M.C.H.S., Main Shakra-e-Faisal, Karachi of any change in their registered address. Whereas, members having shareholding in Electronic (Book-Entry) form are requested to notify their concern CDC Participant/Stock Broker/CDC-Investor Account Service.
9. CDC account holders are required to comply with the following 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 their registration details are uploaded as per CDC regulations, shall authenticate his / her identity by showing his / her original Computerized National Identity Card (CNIC) or original passport at the time of attending the meeting; and
 - (ii) In case of corporate entities, the board of directors' resolution / power of attorney with specimen signature of the nominee shall be produced at the time of the meeting.
- B. For Appointing Proxies**
- (i) In case of individuals, the account holder or sub-account holder and their registration details are uploaded as per the CDC regulations, shall submit the proxy form as per the above requirement;
 - (ii) The proxy form shall be witnessed by two persons whose names, addresses, and CNIC numbers shall be mentioned on the form;
 - (iii) Attested copies of CNIC or the passport of beneficial owners and the 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; and

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