



QUETTA TEXTILE MILLS LIMITED

NOTICE OF MEETING

Notice is hereby given that the **60th Annual General Meeting** of the Shareholders of **Quetta Textile Mills Limited** will be held on **Tuesday October 26, 2021 at 09.00 A.M.** at the registered office of the Company at **Nadir House (Ground Floor), I.I. Chundrigar Road, Karachi** to transact the following business :-

Ordinary Business:

1. To confirm the minutes of the 59th Annual General Meeting held on October 24, 2020.
2. To receive, consider and approve the report of the Directors, Auditors and Audited Accounts of the Company for the year ended June 30, 2021.
3. To appoint Auditors for the year 2021-2022 and fix their remuneration. The Board has recommended, as suggested by Audit committee, the appointment of M/s. Mushtaq & Co, Chartered Accountant, the retiring auditors and being eligible to offer themselves for re-appointment.
4. To transact any other ordinary business or business with the permission of the Chairman.

By order of the Board of Directors

NUDRAT MUND KHAN

Company Secretary

Karachi:

Dated: October 01, 2021

Notes:

1. In pursuance of recent Circular No. 04 dated February 15, 2020, of "SECP" to avoid COVID 19 situation the proceedings of the meeting will be carried out also through video-link facility. In order to attend the Meeting through such facility, the Members are requested to get themselves registered for video-link facility not later than 72 hours before meeting by providing the following information on contact detail as given below.

Full Name	CNIC No.	Folio No.	Email Address	Cell No.

The video-link for the meeting will be sent to the Members on their provided email address. The Login facility will remain open from 9.00 am till the end of meeting. In case of any suggestions or comments for the agenda items, the Members may send the same at the email address and WhatsApp no as mentioned below:

Contact Detail: **Quetta Textile Mills Limited, Nadir House, Ground Floor, I. I. Chundrigar Road, Karachi. Telephone No. +92 21 32414872 (Direct), +92 21 32414334-6 (Ext: 217) WhatsApp No. +92 3212382322 - Email : sales@quettagroup.com**

2. A member entitled to attend the Annual General Meeting can appoint a proxy to attend and vote instead of him/her. Proxies in order to be valid must be received at the registered office of Company 48 hours before meeting commences.
3. For the purpose of entitlement of dividend, the Register of the members of the Company will remain closed at registered office from October 19, 2021 to October 26, 2021 (both days inclusive) and if dividend approved will be paid to such members whose name will appear in the Company's register of member at the close of business on October 18, 2021.
4. **Guidelines for CDC Account Holders for personal attendance:**
 - i) In case of individuals, the account holders or sub-account holders and / or the person whose securities are in group account and their registration details are uploaded as per Regulations, shall authenticate his / her identity by showing his/her original CNIC 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 meeting.
- 5) Members are requested to submit a copy of their Computerized National Identity Card/Smart National Identity Card (CNIC/SNIC), if not already provided and notify immediately changes, if any, in their registered address to our Shares Registrar, C&K Management Associate (Pvt) Ltd.
- 6) According Section 242 of Companies Act, 2017 and SECP's circular no 18 dated August 1, 2017. All shareholders are requested to provide IBAN, Bank name and Branch name with address and shareholders are also requested again to provide Computerized National Identity Card also to Shares Registrar, CDC and sub account holder update with their brokers.

7) **Conversion Physical share into Book Entry form**

With reference of Section 72 of the Companies Act, 2017 and Further letter No. CSD/ED/Misc./2016/-639-640 dated March 26, 2021 from Securities and Exchange Commission of Pakistan (SECP). The Shareholders of Quetta Textile Mills Limited having physical folio/share certificates are requested to convert their shares from physical form into Book Entry Form as soon as possible. In this respect kindly contact following Share Registrar of the Company. A separate notice also sent to shareholders who hold physical shares.

C & K Management Associates (Pvt) Limited 404, Trade Tower, Abdullah Haroon Road, Near Metropole Hotel, Karachi-75530.