

## **NOTICE OF 14<sup>th</sup> ANNUAL GENERAL MEETING**

Notice is hereby given that 14<sup>th</sup> Annual General Meeting of the Shareholders of Alfalah Insurance Company Limited (the “Company”) will be held on Friday, April 10, 2020 at 11:00 a.m. at the registered office of the Company located at 5 – Saint Mary Park, Gulberg III, Lahore to transact the following business:

### **ORDINARY BUSINESS**

1. To confirm the minutes of the 6<sup>th</sup> Extra Ordinary General Meeting held on August 15, 2019.
2. To receive, consider and adopt the financial statements of Conventional business and Window takaful operations for the year ended December 31, 2019 along with the Director’s and Auditor’s report thereon, as well as Shariah Advisor’s Report and Auditor’s assurance report with respect to compliance with shariah rules and principles.
3. To appoint Statutory and Shariah Compliance Auditors of the Company for the year ending December 31, 2020 and to fix their remuneration as recommended by the Board.

M/s EY Ford Rhodes, Chartered Accountants, our retiring auditors, being eligible for re-appointment, have shown their willingness to act as external auditors of the Company for the year ending December 31, 2020. The Audit Committee and Board of directors in their respective meetings have suggested and recommended M/s EY Ford Rhodes, Chartered Accountants as external and Shariah Compliance Auditors of the Company for the year ending December 31, 2020.

4. To transact any other business with the permission of the Chair.

Date: March 20, 2020  
Lahore

By order of the Board  
Adnan Waheed  
Company Secretary

## Notes

- 1) The Share Transfer Books of the Company will be closed from April \_\_, 2020 to April \_\_, 2020 both days inclusive.
- 2) A member entitled to attend and vote at the Annual General Meeting is entitled to appoint another person as a proxy to attend and vote instead of him/her.
- 3) Every proxy shall be appointed in writing under the hand of the appointer or by an agent duly authorized under a Power of Attorney or if such appointer is a company or corporation under the Common Seal of the company or corporation or the hand of its Attorney who may be the appointer.
- 4) The instrument of proxy in order to be effective must reach the Company's registered address at 5-Saint Mary Park, Gulberg III, Lahore not less than 48 hours before the time for holding of the Meeting.
- 5) 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.
- 6) The signature on the instrument of proxy must conform to the specimen signature recorded with the Company.
- 7) The proxy shall produce his/her original CNIC or original passport at the time of the Meeting.
- 8) Shareholders are requested to notify change in their address, if any, to the Company Secretary.
- 9) SECP vide SRO No. 787(I)2014 dated 8th September, 2014 has allowed companies to circulate the audited financial statements and notice of Annual General Meeting to shareholders through their email address subject to their written consent. Desiring shareholders are requested to provide their complete email address through a duly signed letter along with copy of valid CNIC or passport. Shareholders are also required to notify immediately any change in email address in writing to the Company Secretary.