January 02, 2020

The General Manager
Pakistan Stock Exchange Limited
Stock Exchange Building
Stock Exchange Road Karachi.

SUBJECT: <u>NOTICE OF EXTRA ORDINARY GENERAL MEETING</u>

Dear Sir,

Enclosed please find a copy of the Notice of the Extra Ordinary General Meeting to be held on January 28, 2020 for circulation amongst the TRE Certificate Holders of the Exchange.

Sincerely,
For BIPL Securities Limited

Arsalan Farooq
Company Secretary

BIPL Securities Limited
Head Office: 5th Floor, Trade Centre, I.I.Chundrigar Road, Karachi - 74200, Pakistan.
UAN: +92 21 111 222 000 **Fax:** +92 21 3263 0202 **Email:** info@biplsec.com **Website:** www.biplsec.com

Gulshan-e-Iqbal - Karachi	PSX - Karachi	Lahore	Islamabad	Islamabad II	Rahim Yar Khan	Multan	Gujranwala	Peshawar	Sialkot	Faisalabad
Friends Paradise, 1st Floor, SB-36, Block No. 13-D, KDA Scheme-24, Main University Road, Karachi.	Room No. 93, 94, 95, 2nd Floor, Pakistan Stock Exchange Building, Stock Exchange Road.	2nd Floor, Fountain Avenue Building, 64-A, Main Boulevard, Main Gulberg, Lahore.	90-91, Razia Sharif Plaza, Jinnah Avenue, Blue Area, Islamabad.	Office No.614, ISE Tower, Jinnah Avenue, Blue Area, Islamabad	Plot # 29, City Park Chowk, Town Hall Road. Rahim Yar Khan.	Ground Floor, StateLife Building, Abdali Road, Multan.	81, Ground Floor, GDA Trust Plaza, Gujranwala	1st Floor, State Life Building, 34-The Mall, Peshawar Cantt, Peshawar	Ground Floor, City Tower, Shahab Pura Road, Sialkot	Room # 509 & 510, 5th Floor, State Life Building, Liaquat Road, Faisalabad
T: +92 21-34980763-4 & 66 F: (+92-21) 34980761	T: +92 21 3241 2910 - 14 F: (+92-21) 32412911	T: +92 42-111-222-000 F: (+92-42) 35787545	T: +92 51-111-222-000 F: (+92-51)2272841	T: +92 51-2894201-5	T: +92 68-5873251-2-4	T: +92 61-111-222-000 F: (+92-61) 4500272	T: +92 55-3822501-04 F: (+92-55) 3822505	T: +92 91-5276025-27 F: (+92-92) 5273683	T: +92 52-3256035-37 F: (+92-52) 3256038	T: +92 41-2614408-10

BIPL Securities

NOTICE OF EXTRA ORDINARY GENERAL MEETING

NOTICE IS HEREBY GIVEN that an Extra Ordinary General Meeting of BIPL Securities Limited will be held on Tuesday, January 28, 2020 at 09:30 a.m. at ICAP Building, Chartered Accountants Avenue, Clifton, Karachi to transact the following businesses:

ORDINARY BUSINESS

1. To confirm the minutes of the Extra Ordinary General Meeting held on January 20, 2017.

2. To elect directors of the Company in accordance with the provision of Section 159 of the Companies Act, 2017 for a term of three years commencing from January 28, 2020. The number of the directors to be elected has been fixed at seven (7) by the Board of Directors. Names of the present directors retiring and eligible to file nominations are as under:

1.	Mr. Kamal Uddin Tipu	5.	Mr. Khurram Jamil
2.	Mr. Sikander Kasim	6.	Mr. Muhammad Uzair Sipra
3.	Mr. Muhammad Hafeezuddin Asif	7.	Ms. Mudassar Aslam
4.	Mr. Sohail Sikandar		

By order of the Board

--------Sd--------
Arsalan Farooq
Company Secretary
Karachi: January 02, 2020

Notes:

1. The Share Transfer books of the Company shall remain closed from January 22, 2020 to January 28, 2020 (both days inclusive). Transfers received in order by the Share Registrar of the Company, M/s THK Associates (Private) Limited, 1st Floor, 40-C, Block-6, P.E.C.H.S., Karachi 75400, Pakistan, up to the close of business on January 21, 2020 will be treated in time for the purpose of attending the Extra Ordinary General Meeting.

2. A member entitled to attend and vote at the above meeting may appoint a person/ representative as proxy to attend and vote on his behalf at the Meeting. The annexed instrument of proxy duly executed in accordance with the Articles of Association of the Company must be received at the Registered Office of the Company not less than 48 hours before the time of holding of the meeting for both corporate and individual shareholders.

3. 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) along-with a copy of the proxy forms deposited with the Company at the time of the meeting. In case of individuals, the account holder and/or sub-account holder whose registration details are uploaded as per the CDC Regulations, shall submit the proxy form as per above requirements.

4. Beneficial owners of physical shares and the shares registered in the name of Central Depository Company of Pakistan Limited (CDC) and/or their proxies are required to produce their original Computerized National Identity Cards (CNICs) or Passports for identification purpose at the time of attending the meeting. The Proxy Form(s) must be submitted with the Company within the time stipulated (mentioned in note no.2 above), duly signed and witnessed by two persons whose names, addresses and CNIC numbers must be mentioned on the Proxy Form(s), along with attested copy(ies) of the CNICs or the Passport(s) of the beneficial owners and the proxy(ies). In case of corporate entity, the Board of Directors' Resolution/Power of Attorney with specimen signature shall be submitted (unless it has been provided earlier) along with the Proxy(ies) Form(s) to the Company.

5. Shareholders are requested to notify any changes in their registered address immediately to the Company's Share Registrar, M/s. THK Associates (Private) Limited.

Important:

6. **Contesting Election of Directors :** Any person (including a retiring Director) who seeks to contest election of directors shall file with the Company at its registered office, BIPL Securities Limited, 5th Floor, Trade Centre, I.I.Chundrigar Road, Karachi, not later than 14 days before the said meeting his / her intention to offer himself / herself for the election of the directors in terms of Section 159(3) of the Companies Act, 2017 together with :

   (i) Notice of his / her intention to stand for election in accordance with Section 159(3) of the Companies Act, 2017;

   (ii) Duly completed and signed Form 28 giving his / her consent to act as Director of the Company if elected (under Section 167(1) of the Companies Act, 2017);

   (iii) Confirmation and certification that he / she is not ineligible to become a Director under any applicable laws, Rules and Regulations; and that he / she confirms to hold the qualification shares in accordance with Article 74 of the Articles of Association of the Company as well as the fit and proper criteria for directors of a securities brokerage house as contained in Securities Brokers (Operational and Licensing) Regulations, 2016.

   (iv) Detailed profile along with office address to be placed on the Company's website seven days prior to the date of election in term of SECP's SRO 634(1)/2014 of 10th July 2014.

   (v) Declaration in respect of being compliant with the requirements of the Listed Companies (Code of Corporate Governance) Regulations, 2019 and the eligibility criteria as set out in the Companies Act, 2017 to act as the director of a listed company.

   (vi) Attested copy of valid CNIC and NTN.

   (vii) Declaration by proposed Independent Director(s) under Clause 6(3) of the Listed Companies (Code of Corporate Governance) Regulation 2019.

   (viii) Undertaking on non-judicial stamp paper by proposed independent directors that he / she meets the requirements of sub regulation (1) of Regulation 4 of the Companies (Manner and Selection of Independent Directors) Regulations, 2018.

7. **E-Voting / Voting by Postal Ballot:** If the number of persons who offer themselves to be elected is more than the number of directors fixed under sub-section (1) of section 159 of the Companies Act, 2017, then the company shall provide its members with options of e-voting or voting by postal ballot in accordance with the provisions of the Companies (Postal Ballot) Regulations, 2018.

   Shareholders who wish to participate through e-voting are kindly required to provide immediately through a letter duly signed by them, i.e. Name, Folio/ CDC Account No., E-mail address, contact number to the share registrar of the company (M/s THK Associates (Private) Limited, 1st Floor, 40-C, Block-6, P.E.C.H.S., Karachi 75400, Pakistan).

8. **Provision of Video Link Facility:** Shareholders may participate in the meeting via video link facility. If the Company receives a demand (at least 7 days before the date of meeting) from shareholder(s) holding an aggregate 10% or more shareholding residing in any other city, to participate in the meeting through video link, the Company will arrange video link facility in that city.

   Shareholders, who wish to participate through video-link facility, are requested to fill in Video Link Facility Form available at Company's website and send a duly signed copy to the Registered Address of the Company. It may be noted that no person other than the member or proxy holder can attend the meeting through video link facility.

STATEMENT UNDER SECTION 166(3) OF THE COMPANIES ACT 2017

BIPL Securities Limited proposed to have three independent directors on its Board for the upcoming term in accordance with the best practices under Listed Companies (Code of Corporate Governance) Regulations, 2019. After the Independent Directors file their notice / intention to stand for elections, the Company shall apply following criteria for choosing the appointee for appointment as independent director:

- Inclusion of name of independent directors in the data bank maintained by Pakistan Institute of Corporate Governance (PICG) duly authorized by SECP.
- Respective competencies, diversity, skill, knowledge and experience of the election contestants shall be assessed.
- The company shall exercise due diligence before selecting a person from the data bank that the contestant meets the independence criteria as mentioned in Section 166(2) of the Companies Act, 2017.
- The independent directors shall be elected in the same fashion as all other directors of the Company.

FORM OF PROXY

EXTRA ORDINARY GENERAL MEETING

BIPL Securities

The Company Secretary
BIPL Securities Limited
5th Floor, Trade Centre,
I.I. Chundrigar Road, Karachi,
Pakistan.

I / We__________________ S/o, D/o, W/o____________________Holding CNIC # ☐☐☐☐☐☐☐☐☐☐☐☐☐

Resident of____

being member(s) of BIPL Securities Limited holding_______________________________________

ordinary shares hereby appoint Name __________________ S/o, D/o, W/o _____________________________

Holding CNIC # ☐☐☐☐☐☐☐☐☐☐☐☐☐ or failing him/her Name______________ S/o, D/o, W/o____________

who is/are also member(s) of BIPL Securities Limited as my/our proxy in my/our absence to attend and vote for me/us and on my/our behalf at the Extra Ordinary General Meeting of the Company to be held at ICAP Building, Chartered Accountants Avenue Clifton, Karachi on Tuesday, January 28, 2020 at 9:30 am and/or any adjustment thereof.

Signed this________________________ day of _______________2020

Witnesses

1.______________________________________

2.______________________________________

Shareholder Folio No.	
or	
CDC Participant I.D.No.	
&	
Sub Account No.	

Signature on
Ten Rupees
Revenue Stamp

The Signature should agree with the specimen registered with the Company`s Registrar

NOTES

1. The Member is requested:
   (a) to affix Revenue Stamp of Rs.10 at the place indicatedabove;
   (b) to sign accross the Revenue Stamp in the same Style of Signature as is registered with the Company`s Registrar; and
   (c) to write down his folio number.
2. This proxy form, duly complete and signed, must be received at the office of our Registrar not later than 48 hours before time of the meeting
3. No person shall act as a proxy unless he/she himself/herself is a member of the Company, except that a Corporate body may appoint a person who is not a member.
4. CDC shareholders or their proxies should bring their original Computerised National Identity Card or Pasport along with the Participant`s ID Number and their Account number to facilitate their identification.

Affix
Correct
Postage

The Company Secretary
BIPL Securities Limited

5th Floor, Trade Centre,
I.I. Chundrigar Road, Karachi, Pakistan.
Ph: (92-21) 111-222-000 Ext. 665
Fax: (92-21) 32630202

لاہور/راولپنڈی/اسلام آباد/کراچی/پشاور/کوئٹہ/فیصل آباد اور سرگودھا سے بیک وقت شائع ہونے والا قومی اخبار

Daily Nai Baat

روزنامہ نئی بات کراچی

چیف ایڈیٹر: چوہدری عبدالرحمن

BIPL Securities

نوٹس برائے غیر معمولی اجلاس عام

مطلع کیا جاتا ہے کہ بی آئی پی ایل سیکیورٹیز لمیٹڈ کا ایک غیر معمولی اجلاس عام منگل 28 جنوری 2020ء کو صبح ساڑھے نو بجے آئی سی اے پی بلڈنگ چارٹرا کاؤنٹینٹس ایونیو تین تلوار کراچی میں مندرجہ ذیل امور کی انجام دہی کیلئے منعقد کیا جائیگا۔

عمومی امور

1- غیر معمولی اجلاس عام منعقدہ 20 جنوری 2017ء کی کارروائی کی توثیق۔

2- کمپنیز ایکٹ مجریہ 2017ء کی دفعہ 159 کے تحت 28 جنوری 2020ء سے آئندہ تین سال کیلئے کمپنی کے ڈائریکٹرز کا انتخاب بورڈ آف ڈائریکٹرز نے ڈائریکٹرز کی تعداد سات (7) مقرر کردی ہے۔ سبکدوش ہونے والے ڈائریکٹرز جو دوبارہ انتخاب میں حصہ لینے کے اہل ہیں مندرجہ ذیل ہیں۔

جناب کمال الدین ٹیپو	جناب سکندر قاسم
جناب محمد حفیظ الدین آصف	جناب سہیل سکندر
جناب خرم جمیل	جناب محمد عذیر پیرا
جناب مدثر اسلم	

دفعہ 166(3) کے تحت گوشوارہ نوٹس ہذا کے ہمراہ حصص یافتگان کو ارسال کیا جارہا ہے۔

کراچی۔ 2 جنوری 2020ء

بحکم بورڈ
ارسلان فاروق
کمپنی سیکریٹری

نوٹس:

1- کمپنی کی منتقلی حصص کی کتب 22 جنوری 2020ء تا 28 جنوری 2020ء (دونوں دن شامل) بند رہیں گی۔ کمپنی کے شیئر رجسٹرار میسرز ٹی ایچ کے ایسوسی ایٹس (پرائیویٹ) لمیٹڈ کے دفتر واقع فرسٹ فلور 40- سی بلاک-6' پی ای سی ایچ ایس۔ کراچی-75400 پاکستان میں 21 جنوری 2020ء کو اختتام کار تک موصول ہونے والی منتقلیاں غیر معمولی اجلاس عام میں شرکت کیلئے بروقت سمجھی جائیں گی۔

2- اجلاس ہذا میں شرکت اور رائے دہی کا اہل ممبر اپنی جانب سے شرکت اور رائے دہی کیلئے اپنا پروکسی مقرر کرسکتا ہے۔ کمپنی کے آرٹیکلز آف ایسوسی ایشن کے مطابق تیار کردہ کارپوریٹ اور انفرادی حصص یافتگان کی پروکسی دستاویز کمپنی کے دفتر میں اجلاس کے انعقاد سے کم از کم اڑتالیس گھنٹے قبل مل جانی چاہیے۔

3- کارپوریٹ اینٹٹی کی صورت میں بورڈ آف ڈائریکٹرز کی قرارداد/پاور آف اٹارنی اور نامزد فرد کے دستخط کا نمونہ (اگر پہلے فراہم نہ کئے گئے ہوں) پروکسی فارم کی کاپی کے ہمراہ اجلاس کے موقع پر پیش کرنے ہوں گے۔ انفرادی ممبران کی صورت میں اکاؤنٹ ہولڈر/یا سب اکاؤنٹ ہولڈرز جن کی رجسٹریشن تفصیلات سی ڈی سی ریگولیشنز کے مطابق اپ لوڈ ہوں' مندرجہ بالا شرائط کے مطابق پروکسی فارم داخل کرانے ہوں گے۔

4- فزیکل شیئرز کے حامل اور سینٹرل ڈپازٹری کمپنی آف پاکستان لمیٹڈ (سی ڈی سی) میں رجسٹرڈ شیئرز کے مالکان کے پروکسیز کو اجلاس میں شرکت کے موقع پر اپنی شناخت کیلئے اصل کمپیوٹرائزڈ قومی شناختی کارڈ یا پاسپورٹ پیش کرنے ہوں گے۔ پروکسی فارم دستخط شدہ' ممبران اور پروکسی کے سی این آئی سی یا پاسپورٹ کی تصدیق شدہ کاپی کے ہمراہ مقررہ مدت (نوٹ نمبر 2 میں درج) کے اندر معہ دو افراد کی گواہی جن کے نام پتے اور سی این آئی سی نمبر کے اندراج کمپنی کو مل جانے چاہئیں۔ کارپوریٹ اینٹٹی کی صورت میں بورڈ آف ڈائریکٹرز کی قرارداد/پاور آف اٹارنی معہ دستخط کا نمونہ (اگر پہلے فراہم نہ کیا گیا ہو) پروکسی فارم کے ہمراہ منسلک کرنے ہوں گے۔

5- حصص یافتگان سے درخواست ہے کہ اپنے رجسٹرڈ پتہ میں کسی قسم کی تبدیلی سے فوری طور پر کمپنی کے شیئر رجسٹرار میسرز ٹی ایچ کے ایسوسی ایٹس (پرائیویٹ) لمیٹڈ کو مطلع کریں۔

اہم:

6- ڈائریکٹرز کے انتخاب میں شرکت

ڈائریکٹرز کے انتخاب میں حصہ لینے کے متمنی فرد (بشمول سبکدوش ڈائریکٹر) کو کمپنیز ایکٹ مجریہ 2017ء کی دفعہ 159(3) کے تحت انتخاب میں شرکت کے عندیہ سے اجلاس ہذا کے انعقاد سے کم از کم چودہ (14) دن قبل کمپنی بی آئی پی ایل سیکیورٹیز لمیٹڈ کے دفتر واقع پانچویں منزل ٹریڈ سینٹر آئی آئی چندریگر روڈ کراچی کو مطلع کرنا ہوگا۔

(i) کمپنیز ایکٹ مجریہ 2017ء کی دفعہ 159(3) کے مطابق الیکشن میں شرکت کا عندیہ۔

(ii) کمپنیز ایکٹ مجریہ 2017ء کی دفعہ 167(1) کے تحت ڈائریکٹر کے طور پر خدمات انجام دینے کا عندیہ فارم 28 پر دستخط اور مکمل پر شدہ۔

(iii) تصدیق کہ وہ مروجہ قوانین' رولز اور ریگولیشنز کے تحت ڈائریکٹر کیلئے نااہل نہیں اور کہ وہ کمپنی کے آرٹیکلز آف ایسوسی ایشن، کے آرٹیکل 74 کے مطابق مقررہ شیئرز کے حامل اور کسی سیکیورٹیز بروکیج ہاؤس کے ڈائریکٹر کے معیار پر پورے اترتے ہیں جو سیکیورٹیز بروکرز (آپریشنل اینڈ لائسنسنگ) ریگولیشنز مجریہ 2016ء کے مطابق ہے۔

(iv) ایس ای سی پی کے ایس آر او 634(1)/2014 مورخہ 10 جولائی 2014ء کے تحت الیکشن کی تاریخ سے سات روز قبل تفصیلی پروفائل معہ دفتر کا پتہ کمپنی کی ویب سائٹ پر جاری کردیا جائیگا۔

(v) لسٹیڈ کمپنیز (کوڈ آف کارپوریٹ گورنینس) ریگولیشنز مجریہ 2019ء اور کمپنیز ایکٹ مجریہ 2017ء کے مطابق لسٹیڈ کمپنی کے ڈائریکٹر کے معیار پر عملدرآمد کے سلسلہ میں ڈیکلریشن۔

(vi) تازہ سی این آئی سی اور این ٹی این کی تصدیق شدہ کاپی۔

(vii) لسٹیڈ کمپنیز (کوڈ آف کارپوریٹ گورنینس) ریگولیشن مجریہ 2019ء کی کلاز 6(3) کے تحت مجوزہ خود مختار ڈائریکٹر کا ڈیکلریشن۔

(viii) مجوزہ خود مختار ڈائریکٹر کی جانب سے نان جوڈیشل اسٹیمپ پیپر پر حلفنامہ کہ وہ کمپنیز (مینرز اینڈ سلیکشن آف انڈیپینڈنٹ ڈائریکٹرز) ریگولیشنز مجریہ 2018ء کے ریگولیشن 4 کے سب ریگولیشن (1) کے تحت تمام شرائط پر پورے اترتے ہیں۔

7- ای۔ ووٹنگ/پوسٹل بیلٹ کے ذریعہ ووٹنگ

کمپنیز ایکٹ مجریہ 2017ء کی دفعہ 159 کی ذیلی دفعہ (1) کے مطابق ڈائریکٹرز کی مقررہ تعداد سے زائد امیدوار ہونے کی صورت میں کمپنیز (پوسٹل بیلٹ) ریگولیشنز مجریہ 2018ء کی شقوں کے مطابق اپنے ممبران کو ای۔ ووٹنگ یا بذریعہ پوسٹل بیلٹ ووٹنگ کی سہولت فراہم کریگی۔ بذریعہ ای۔ ووٹنگ شرکت کے متمنی حصص یافتگان کو نام' فولیو/سی ڈی سی اکاؤنٹ نمبر' ای۔ میل ایڈریس فون نمبر پر مشتمل مراسلہ فوری طور پر کمپنی کے شیئر رجسٹرار (میسرز ٹی ایچ کے ایسوسی ایٹس (پرائیویٹ) لمیٹڈ۔ فرسٹ فلور۔ 40۔ سی۔ بلاک 6' پی ای سی ایچ ایس کراچی-75400 پاکستان) کو فراہم کرنا ہوگا۔

8- وڈیولنک سہولت کی فراہمی

حصص یافتگان بذریعہ وڈیولنک اجلاس میں شرکت کر سکتے ہیں۔ کمپنی کو (اجلاس کی تاریخ سے سات روز قبل) کسی دوسرے شہر میں رہائش پذیر بذریعہ وڈیولنک اجلاس میں شرکت کے متمنی دس فیصد یا زائد حصص یافتگان کی جانب سے مطالبہ کی صورت میں کمپنی متعلقہ مقام (شہر) میں وڈیولنک سہولت کا اہتمام کریگی۔ وڈیولنک سہولت سے استفادہ کے خواہشمند حصص یافتگان سے درخواست ہے کہ کمپنی ویب سائٹ پر موجود وڈیولنک فیسیلیٹی فارم پر کرکے دستخط کے ہمراہ کمپنی کے رجسٹرڈ پتہ پر ارسال کردیں۔ واضح ہو کہ ممبران یا پروکسی کے حامل فرد کے علاوہ کوئی فرد وڈیولنک سہولت کے ذریعہ اجلاس میں شرکت نہیں کرسکتا۔

NOTICE OF EXTRA ORDINARY GENERAL MEETING

NOTICE IS HEREBY GIVEN that an Extra Ordinary General Meeting of **BIPL Securities Limited** will be held on **Tuesday, January 28, 2020 at 09:30 a.m.** at ICAP Building, Chartered Accountants Avenue, Teen Talwar, Karachi to transact the following businesses:

ORDINARY BUSINESS

1. To confirm the minutes of the Extra Ordinary General Meeting held on January 20, 2017.
2. To elect directors of the Company in accordance with the provision of Section 159 of the Companies Act 2017 for a term of three years commencing from January 28, 2020. The number of the directors to be elected has been fixed at seven (7) by the Board of Directors. Names of the present directors retiring and eligible to file nominations are as under:

1.	Mr. Kamal Uddin Tipu	5.	Mr. Khurram Jamil
2.	Mr. Sikander Kasim	6.	Mr. Muhammad Uzair Sipra
3.	Mr. Muhammad Hafeezuddin Asif	7.	Ms. Mudassar Aslam
4.	Mr. Sohail Sikandar		

A statement under section 166(3) is being sent to the shareholders along with the notice.

Karachi:
January 02, 2020

By order of the Board
Arsalan Farooq
Company Secretary

Notes:

1. The Share Transfer books of the Company shall remain closed from January 22, 2020 to January 28, 2020 (both days inclusive). Transfers received in order by the Share Registrar of the Company, M/s THK Associates (Private) Limited, 1st Floor, 40-C, Block-6, P.E.C.H.S., Karachi 75400, Pakistan, up to the close of business on January 21, 2020 will be treated in time for the purpose of attending the Extra Ordinary General Meeting.
2. A member entitled to attend and vote at the above meeting may appoint a person/ representative as proxy to attend and vote on his behalf at the Meeting. The annexed instrument of proxy duly executed in accordance with the Articles of Association of the Company must be received at the Registered Office of the Company not less than 48 hours before the time of holding of the meeting for both corporate and individual shareholders.
3. 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) along-with a copy of the proxy forms deposited with the Company at the time of the meeting. In case of individuals, the account holder and/or sub-account holder whose registration details are uploaded as per the CDC Regulations, shall submit the proxy form as per above requirements.
4. Beneficial owners of physical shares and the shares registered in the name of Central Depository Company of Pakistan Limited (CDC) and/or their proxies are required to produce their original Computerized National Identity Cards (CNICs) or Passports for identification purpose at the time of attending the meeting. The Proxy Form(s) must be submitted with the Company within the time stipulated (mentioned in note no.2 above), duly signed and witnessed by two persons whose names, addresses and CNIC numbers must be mentioned on the Proxy Form(s), along with attested copy(ies) of the CNICs or the Passport(s) of the beneficial owners and the proxy(ies). In case of corporate entity, the Board of Directors' Resolution/Power of Attorney with specimen signature shall be submitted (unless it has been provided earlier) along with the Proxy(ies) Form(s) to the Company.
5. Shareholders are requested to notify any changes in their registered address immediately to the Company's Share Registrar, M/s. THK Associates (Private) Limited.

Important:

6. **Contesting Election of Directors:** Any person (including a retiring Director) who seeks to contest election of directors shall file with the Company at its registered office, BIPL Securities Limited, 5th Floor, Trade Centre, I.I.Chundrigar Road, Karachi, not later than 14 days before the said meeting his / her intention to offer himself / herself for the election of the directors in terms of Section 159(3) of the Companies Act, 2017 together with:
   - (i) Notice of his / her intention to stand for election in accordance with Section 159(3) of the Companies Act, 2017;
   - (ii) Duly completed and signed Form 28 giving his / her consent to act as Director of the Company if elected (under Section 167(1) of the Companies Act, 2017);
   - (iii) Confirmation and certification that he / she is not ineligible to become a Director under any applicable laws, Rules and Regulations; and that he / she confirms to hold the qualification shares in accordance with Article 74 of the Articles of Association of the Company as well as the fit and proper criteria for directors of a securities brokerage house as contained in Securities Brokers (Operational and Licensing) Regulations, 2016.
   - (iv) Detailed profile along with office address to be placed on the Company's website seven days prior to the date of election in term of SECP's SRO 634(1)/2014 of 10th July 2014.
   - (v) Declaration in respect of being compliant with the requirements of the Listed Companies (Code of Corporate Governance) Regulations, 2019 and the eligibility criteria as set out in the Companies Act, 2017 to act as the director of a listed company.
   - (vi) Attested copy of valid CNIC and NTN.
   - (vii) Declaration by proposed Independent Director(s) under Clause 6(3) of the Listed Companies (Code of Corporate Governance) Regulation 2019.
   - (Viii) Undertaking on non-judicial stamp paper by proposed independent directors that he / she meets the requirements of sub regulation (1) of Regulation 4 of the Companies (Manner and Selection of Independent Directors) Regulations, 2018.
7. **E-Voting / Voting by Postal Ballot:** If the number of persons who offer themselves to be elected is more than the number of directors fixed under sub-section (1) of section 159 of the Companies Act, 2017, then the company shall provide its members with options of e-voting or voting by postal ballot in accordance with the provisions of the Companies (Postal Ballot) Regulations, 2018.
   Shareholders who wish to participate through e-voting are kindly required to provide immediately through a letter duly signed by them, i.e. Name, Folio/ CDC Account No., E-mail address, contact number to the share registrar of the company (M/s THK Associates (Private) Limited, 1st Floor, 40-C, Block-6, P.E.C.H.S., Karachi 75400, Pakistan).
8. **Provision of Video Link Facility:** Shareholders may participate in the meeting via video link facility. If the Company receives a demand (at least 7 days before the date of meeting) from shareholder(s) holding an aggregate 10% or more shareholding residing in any other city, to participate in the meeting through video link, the Company will arrange video link facility in that city.
   Shareholders, who wish to participate through video-link facility, are requested to fill in Video Link Facility Form available at Company's website and send a duly signed copy to the Registered Address of the Company. It may be noted that no person other than the member or proxy holder can attend the meeting through video link facility.