CENTURY INSURANCE COMPANY LIMITED

Registered Office & Corporate Department

LAKSON SQUARE, BUILDING NO.2, SARWAR SHAHEED ROAD, KARACHI - 74200 PAKISTAN

05 May 2023

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

Dear Sir,

NOTICE OF EXTRAORDINARY GENERAL MEETING

Enclosed please find a copy of the Notice of Extraordinary General Meeting to be held on Monday, 29 May 2023 for circulation amongst the TRE Certificate Holders of the Exchange.

Kindly acknowledge.

Yours faithfully,
For CENTURY INSURANCE COMPANY LIMITED

(MANSOOR AHMED)
Company Secretary

Encl.: As above

PHONE:- 384 00000 FAX: 92-21-568 3410 & 568 4336

CENTURY INSURANCE COMPANY LIMITED

LAKSON SQUARE, BUILDING NO.2, SARWAR SHAHEED ROAD, KARACHI-74200 PAKISTAN
NTN : 0710008-6

NOTICE OF EXTRAORDINARY GENERAL MEETING

NOTICE IS HEREBY GIVEN that an Extraordinary General Meeting of **CENTURY INSURANCE COMPANY LIMITED** will be held on Monday, May 29, 2023 at 03:00 p.m. at Avari Towers Hotel, Fatima Jinnah Road, Karachi as well as through Electronic means/Video link facility to transact the following business:

To elect Seven (7) Directors on the Company's Board of Directors as fixed by the Board for a term of three (3) years commencing on May 29, 2023. The retiring Directors are M/s. Iqbal Ali Lakhani, Amin Mohammed Lakhani, Anushka Lakhani, Mohammad Hussain Hirji, Aftab Ahmad, Sadrudin Ismail Mohamed and Akber Dawood Vazir. The retiring Directors are eligible for re-election.

By Order of the Board

(MANSOOR AHMED)
Company Secretary

Karachi : May 02, 2023

Notes:

1. **Closure of Share Transfer Books:**
The share transfer books of the Company will remain closed from May 21, 2023 to May 29, 2023 (both days inclusive). Transfers received in order by the Shares Registrar of the Company, M/s. FAMCO Associates (Private) Limited, 8-F, Near Hotel Faran, Nursery, Block-6, P.E.C.H.S, Shahra-e-Faisal, Karachi up to the close of business on May 20, 2023 will be treated in time for purpose of attending the Extraordinary General Meeting (EOGM).

2. **Participation in the EOGM:**
Participation in the EOGM proceedings via physical presence or through video link facility:

   The arrangement for attending the EOGM through electronic means will be as under:

   1. To facilitate our members who want to attend EOGM through Zoom application - a video link facility will be provided.

   2. Shareholders interested in attending the EOGM through Zoom application 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 EOGM (i.e. before 03.00 p.m. on May 27, 2023) through following means:

      a) Mobile/WhatsApp: 0315 5008228
      b) E-mail: mansoor@lakson.com.pk

      Shareholders are advised to mention Name, CNIC Number, Folio/CDC Account Number, cell number and email ID for identification.

      Upon receipt of the above information from the interested shareholders, the Company will send the login credentials at their e-mail address. On the date of EOGM, shareholders will be able to login and participate in the EOGM proceedings through their smartphone/computer devices.

3. **Election of Directors**
Any person who seeks to contest the election to the office of a Director, whether he/she is a retiring director or otherwise, shall file the following documents with the Company Secretary, at the Registered Office of the Company, situated at Lakson Square, Building No.2, Sarwar Shaheed Road, Karachi not later than 14 days before the date of the EOGM:

a) Notice of his/her intention to offer him/her self for the election to the office of Director in terms of Section 159(3) of the Companies Act, 2017;

b) Consent to Act as Director in Form-28, as prescribed under the Companies (General Provisions and Forms) Regulations, 2018;

c) A detailed profile along with his/her office address;

d) 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 Section 153 of the Companies Act, 2017 to act as director or an independent director of a listed company;

e) Attested copies of valid CNIC and NTN;

f) Independent Director(s) will be elected through the process of election of director in terms of section 159 of the Act and they shall meet the criteria laid down in Section 166 of the Act, and the Companies (Manner and Selection of Independent Directors) Regulations, 2018, accordingly the following additional documents are to be submitted by the candidates intending to contest election of directors as an independent director:

- Declaration by Independent Director(s) under Clause 6(3) of the Listed Companies (Code of Corporate Governance) Regulations, 2019;
- Undertaking on non-judicial stamp paper that he/she meets the requirements of sub-regulation (1) of Regulation 4 of the Companies (Manner and Selection of Independent Directors) Regulations, 2018.

The final list of contesting directors will be circulated not later than seven days before the date of said meeting, in terms of section 159(4). Further, the website of the Company will also be updated with the required information.

4. **For attending the meeting:**
A member, who has deposited his/her shares into Central Depository Company of Pakistan Limited, must bring his/her participant's ID number and CDC account/sub-account number along with original Computerized National Identity Card (CNIC) or original Passport at the time of attending the meeting.

5. **For appointment of Proxies:**
i) A member entitled to attend and vote at the EOGM may appoint another member as his/her proxy to attend, speak and vote instead of him/her, and a proxy so appointed shall have such rights, as respects attending, speaking and voting at the meeting as are available to a member. A proxy must be a member of the Company.

ii) Form of proxy, in order to be valid must be properly filled-in/executed and received at the Registered Office of the Company situated at Lakson Square, Building No.2, Sarwar Shaheed Road, Karachi not later than 48 hours before the time of the meeting, excluding holidays.

6. **Change of Address:**
Members holding shares in physical form are requested to promptly notify Shares Registrar of the Company of any change in their addresses. Shareholders maintaining their shares in electronic form should have their address updated with their participant or CDC Investor Accounts Service.

7. **Postal Ballot/E-voting:**
Pursuant to Companies (Postal Ballot) Regulations, 2018, read with Sections 143 and 144 of the Companies Act, 2017, 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.

8. Form of Proxy is enclosed.

CENTURY INSURANCE COMPANY LIMITED

Form of Proxy

I/We _____

of _____

a member of **CENTURY INSURANCE COMPANY LIMITED** hereby

appoint _____

of _____

or failing him _____

of _____

who is/are also member of Century Insurance Company Limited to act as my/our proxy and to vote for me/us and on my/our behalf at the Extraordinary General Meeting of the shareholders of the Company to be held on the 29th day of May 2023 or at any adjournment thereof.

Signed this _____ day of _____ 2023.

Folio No.	CDC Participant ID No.	CDC Account/ Sub-Account No.	No. of shares held	
				Signature

Witness 1

Signature _____
Name _____
CNIC No. _____
Address _____
_____

Witness 2

Signature _____
Name _____
CNIC No. _____
Address _____
_____

Notes:

1. The proxy must be a member of the Company.
2. The signature must tally with the specimen signature/s registered with the Company.
3. If a proxy is granted by a member who has deposited his/her shares in Central Depository Company of Pakistan Limited, the proxy must be accompanied with participant's ID number and CDC account/sub-account number along with attested photocopies of Computerized National identity Card (CNIC) or the Passport of the beneficial owner. Representatives of corporate members should bring the usual documents required for such purpose.
4. The instrument of Proxy properly completed should be deposited at the Registered Office of the Company not less than 48 hours before the time of the meeting, excluding holidays.

سینچری انشورنش کمپنی لمیٹڈ

مختارنامہ (پراکسی فارم)

میں /ہم _____

سکنہ _____

بحیثیت رکن/ممبر سینچری انشورنش کمپنی لمیٹڈ مقرر کرتا ہوں/ کرتی ہوں / کرتے ہیں مسمّی/مسماۃ _____

سکنہ _____

کو یا ان کی غیر حاضری میں مسمّی/مسماۃ _____

سکنہ _____

کو جو خود بھی سینچری انشورنش کمپنی لمیٹڈ کا رکن ہے کہ وہ بطور میرا/ہمارا مختار نامہ (پراکسی) سینچری انشورنش کمپنی لمیٹڈ کے غیر معمولی اجلاس عام میں جو 29 مئی، 2023 کو منعقد ہو رہا ہے یا اس کے کسی ملتوی شدہ اجلاس میں شرکت کرے اور میری/ ہماری جگہ، میری/ہماری طرف سے حق رائے دہی استعمال کرے۔

مورخہ _____ 2023 کو میرے دستخط سے جاری ہوا۔

فولیو نمبر	سی ڈی سی پارٹیسپنٹ ID نمبر	سی ڈی سی کھاتہ نمبر	حصص کی تعداد

دستخط

گواہ نمبر۱

دستخط _____

نام _____

کمپیوٹرائزڈ قومی شناختی کارڈ نمبر _____

پتہ _____

گواہ نمبر۲

دستخط _____

نام _____

کمپیوٹرائزڈ قومی شناختی کارڈ نمبر _____

پتہ _____

ہدایات:

۱۔ مختار (پراکسی) کا کمپنی کا رکن (ممبر) ہونا ضروری ہے۔

۲۔ ممبر (رکن) کے دستخط، نمونہ شدہ دستخط/ اندراج شدہ دستخط سے مماثلت ہونا ضروری ہے۔

۳۔ سی ڈی سی اکاؤنٹ ہولڈر یا سب اکاؤنٹ ہولڈر کو مختار نامہ (پراکسی فارم) کے ہمراہ کمپیوٹرائزڈ قومی شناختی کارڈ یا پاسپورٹ کی مصدقہ نقل منسلک کرنا ضروری ہے۔ کارپوریٹ ادارے کے نمائندوں کو معمول کے مطابق دستاویزات ساتھ لانا ضروری ہے۔

۴۔ مختار نامہ (پراکسی فارم) مکمل پُر شدہ کمپنی کے رجسٹرڈ آفس میں اجلاس کے مقرر وقت سے کم از کم ۴۸ گھنٹے قبل جمع کرانا ضروری ہے، چھٹیوں کے علاوہ۔