



KOHINOOR MILLS LIMITED

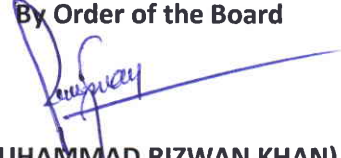
Registered Office and Mills: 8th K.M. Manga Raiwind Road, District Kasur.
Tel: 92-42-35391941-5 UAN: +92-42-111-941-941, +92-333-4998801-8 Fax: 092-42-35391946
National Tax Number :0658184-6

Notice of Annual General Meeting

Notice is hereby given that the 33rd Annual General Meeting of the Company will be held at 8 Kilometer, Manga Raiwind Road, District Kasur on Tuesday, October 27, 2020 at 2:00 p.m., to transact the following business:

1. To confirm the minutes of Annual General Meeting held on October 28, 2019.
2. To receive, consider and adopt the Annual Audited Accounts of the Company for the year ended June 30, 2020, together with Directors' and Auditors' Reports thereon.
3. To appoint auditors for the year ending June 30, 2021 and fix their remuneration.
4. To transact any other business of the Company with permission of the Chair.

Kasur:
Tuesday, October 6, 2020

By Order of the Board

(MUHAMMAD RIZWAN KHAN)
Company Secretary

NOTES

1. Participation in the Annual General Meeting (AGM) Proceedings

In light of the threat due to coronavirus pandemic, the Securities and Exchange Commission of Pakistan vide Circular No. 5 dated March 17, 2020, recommended the listed companies to modify their usual planning for conducting AGM in order to protect the well-being of the shareholders. In this regard, your company has decided to provide a video conference facility to shareholders as per instructions given below:

Shareholders who are interested to attend the AGM through Video Conference, are hereby requested to get themselves registered with the Company Secretary Office by providing the following details at the earliest not later than 24 hours before the time of AGM (i.e., before 2:00 p.m. on Monday, October 26, 2020) through following means:

- a) Mobile/Whatsapp: 0333-4464567
- b) E-mail: CSKML@kohinoormills.com

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



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

In view of the above the shareholders can also provide their comments/suggestions for the proposed agenda items of the AGM by using the aforesaid means.

2. Closure of Share Transfer Books

The share transfer books of the Company for ordinary shares will remain closed from October 20, 2020 to October 27, 2020 (both days inclusive) to attend and vote at the AGM. Physical transfers and deposit requests under Central Depository System received at the close of business hours on Monday, October 19, 2020, by the Company's Shares Registrar M/s Hameed Majeed Associates (Pvt.) Ltd, HM House, 7 Bank Square, Lahore, will be considered in time for the purpose of to determine voting rights of the shareholders for attending the meeting.

3. Shareholders are further advised to follow the under mentioned guidelines for attending the meeting:

For Attending the Meeting

- a. In case of individuals/joint-account holders, as per registration details available with the Company, shall authenticate his / her/their identity by presenting his / her/their original CNIC or original Passport at the time of attending the meeting.
- b. In case of corporate entity, the board's 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.

For Appointing Proxies

- a. A shareholder entitled to attend and vote at this meeting may appoint any other shareholder as proxy to attend the meeting and a proxy so appointed shall have the same rights of attending, speaking and voting at the general meeting as are available to the shareholders. A proxy must be a shareholder of the Company.
- b. If a shareholder appoints more than one proxy and more than one instruments of proxy are deposited by a shareholder with the Company, all such instruments of proxy shall be rendered invalid.
- c. In case of individual/joint-holders, shareholders as per registration details available with the Company shall attach an attested copy of his/her/their Computerized National Identity Card (CNIC) / Passport with the Proxy Form. The proxy shall produce his/her/their original CNIC or original passport at the time of the meeting.
- d. In case of corporate entity, as per registration details available with the Company the board of directors' resolution / power of attorney with specimen signature of the nominee should be attached with the proxy form. The nominee shall also produce his/her original CNIC or original passport at the time of the meeting.



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- e. The instrument of appointing a proxy must be deposited at the Registered Office of the Company at least 48 hours before the time of the meeting and must be duly stamped, signed and witnessed by two persons, whose names, addresses and CNIC numbers shall be mentioned on the form.
- f. The form of proxy is attached with this notice and is also available on investor page of website of the Company i.e., www.kohinoormills.com

4. Audited Financial Statements and Notice of Meeting

- a) The audited financial statements for the year ended June 30, 2020 have been made available on website of the Company (www.kohinoormills.com).
 - b) In light of SECP notification Number SRO No. 470(I)/2016 dated May 31, 2016 Annual Audited Accounts and Notice of AGM instead of hard copies are being sent to all shareholders through courier in soft form i.e., CD/DVD/USB.
 - c) Shareholders who wish to receive the Annual Audited Financial Statements in hard form or by e-mail is/are requested to send a written consent by post/courier on a standard request form available on the above mentioned website of the company to Shares Registrar M/s. Hameed Majeed Associates (Pvt.) Limited, HM House, 7 Bank Square, Lahore, or by sending a scanned copy of duly filled and signed form by email to Company Secretary at CSKML@kohinoormills.com
5. Shareholders who have not yet provided his/her/their CNIC, Internet Banking Account Number, Zakat and Tax Exemption certificate is/are requested to provide the same at the earliest to the Shares Registrar of the Company.
6. Shareholders are also requested to notify the Shares Registrar of the Company about change in the mailing address, if any.
7. Shareholders are also being notified that as per Section 72 of the Companies Act, 2017, every existing listed company shall be required to replace its physical shares with book-entry form in a manner as may be specified and from the date notified by the Commission, within a period not exceeding four years from the commencement of the Act, i.e., May 30, 2017. Shareholders having physical shares is/are advised to open CDC sub-account with any of the broker or Investor Account directly with CDC to place their physical shares into scrip less form.
8. For any query/problem/information, shareholders may contact the Company's Shares Registrar M/s. Hameed Majeed Associates (Pvt.) Limited, HM House, 7 Bank Square, Lahore, Land Line: (00-92-42) 37235081 and 82.