SSGC

Sui Southern Gas Company Limited

The Chairman
Securities & Exchange
Commission of Pakistan
NIC Building, Jinnah Avenue, Blue Area
Islamabad

TCS

BS/EOGM/16
5 October 2016

Dear Sir,

COPIES OF NOTICE OF EXTRAORDINARY GENERAL MEETING

Please find enclose herewith 05 copies of Notice of Extraordinary General Meeting of Sui Southern Gas Company Limited. The Extraordinary General Meeting of the Company will be held on 28 October 2016 at 3:00 pm in the Pearl Continental Hotel, Karachi.

The Share Transfer Books of the Company will remain closed from 21 October 2016 to 28 October 2016 (both days inclusive).

Thanking you.

Yours Sincerely,

Shoaib Ahmed
Company Secretary

Encl: a.a.

cc: The Secretary
Pakistan Stock Exchange Ltd.
Karachi

Head of Operations
Central Depository Co. of Pakistan
CDC House, 99-B, Block "B"
SMCHS, Main Shahrah e Faisal
Karachi

The Registrar
Joint Stock Companies
Securities & Exchange
Commission of Pakistan
Karachi

SSGC | Sui Southern Gas Company Limited

NOTICE OF EXTRA ORDINARY GENERAL MEETING

NOTICE IS HEREBY GIVEN that the Extra ordinary General Meeting of the shareholders of Sui Southern Gas Company Limited "Company" will be held at 3:00 p.m. on **Friday, 28th October, 2016** at Pearl Continental Hotel, Karachi to transact the following business :

Ordinary Business

1 To elect eleven (11) Directors of the Company for a period of three years commencing from the date of elections in accordance with the provisions of Sections 178 and 180 of the Companies Ordinance, 1984.

a) The number of directors to be elected has been fixed by the Board at eleven (11) under Section 178(1) of the Companies Ordinance, 1984.

b) The names of the retiring directors are as follows:

i) Mr. Miftah Ismail
ii) Sardar Rizwan Kehar
iii) Agha Sher Shah
iv) Mr. Furqan Bahadur Khan
v) Mr. Mobin Saulat
vi) Mr. Saleem Zamindar
vii) Mr. Muhammad Riaz Khan
viii) Mirza Mahmood Ahmad
ix) Mr. Muhammad Bilal Shaikh
x) Syed Ghazanfar Abbas Jilani
xi) Qazi Mohammad Saleem Siddiqui
xii) Nawabzada Riaz Nosherwani

Note: There are two casual vacancies exist in the existing Board due to resignations of Mr. Shazad Dada and Ms. Nargis Ghaloo.

Other Business

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

By Order of the Board

Shoaib Ahmed
Company Secretary

04th October, 2016
Karachi

Notes:

The Share Transfer Books of the company will remain closed from 21st October, 2016 to 28th October, 2016 (both days inclusive) when no transfer of shares will be accepted for registration.

In terms of Section 178(3) of the Companies Ordinance, 1984 any person who seeks to contest an election to the office of director, whether he is a retiring director or otherwise, shall file with the Company, not later than fourteen (14) days before the date of this meeting, a notice of his intention to offer himself for election as a director.

1) Participation in Extra Ordinary General Meeting:

i. All members entitled to attend and vote at the meeting are entitled to appoint another member in writing as their proxy to attend and vote on their behalf. A corporate entity, being a member, may appoint any person, regardless whether they are a member or not, as proxy. In case of corporate entities, a resolution of the Board of Directors / Power of Attorney with specimen signature of the person nominated to represent and vote on behalf of the corporate entity shall be submitted to the company along with complete Proxy Form. The Proxy holders are requested to produce their original CNIC or original passport at the time of the meeting.

ii. The Proxy Form must be signed in order to be effective, and should be deposited at the Share Registrar of the Company but not later than 48 hours before the time of holding the meeting.

Further Guidelines for CDC Account Holders:

CDC Account Holders will further have to follow the under mentioned guidelines as laid down in Circular No. 1 dated January 26, 2000 issued by the Securities and Exchange Commission of Pakistan.

A For attending the meeting:

i) In case of individuals, the account holder or sub-account holder and/or the person whose securities are in group account and their registration details are uploaded as per the Regulations, shall authenticate his/her identity by showing his/her original Computerized National Identity Card (CNIC) or original passport at the time of attending the meeting.

ii) In case of corporate entities, 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.

B For appointing proxies:

i) In case of individuals, the account holder or sub-account holder and/or the person whose securities are in group account and their registration details are uploaded as per the Regulations, shall submit the proxy form as per the above requirements mentioned below.

ii) The Proxy Form shall be witnessed by two persons whose names, addresses and CNIC numbers shall be mentioned on the Form.

iii) Attested copies of CNIC or the passport of the beneficial owners and the Proxy shall be furnished with the Proxy Form.

iv) The Proxy shall produce his/her original CNIC or original passport at the time of the Meeting.

v) In case of a corporate entity, the Board of Directors' resolution / power of attorney with specimen signature shall be submitted (unless it has been provided earlier) along with Proxy Form to the Company.

2) Submission of Copy of CNIC / NTN Certificate (Mandatory):

Valid copy of CNIC/NTN has to be provided to our Shares Registrar in case of physical shareholders and in case of CDC account to its Participant/Investor Account Services.

3) Electronic Transmission of Extra Ordinary General Meeting through E-mail (Optional):

Shareholders who desire to receive the Company's Extra Ordinary General Meeting Notices through e-mail are requested to fill the requisite form available on the Company's website i.e. www.ssgc.com.pk.

4) Change in Address:

Shareholders are requested to notify and change in address immediately quoting their folio number(s) to our Shares Registrar.

5) Minutes of Last Meeting:

Copies of the minutes of the 61st Annual General Meeting held on 14 May 2016 will be available to the Members on request free of cost.

Sui Southern Gas Company Limited

FORM OF PROXY

Extra Ordinary General Meeting

I,____

of____

being a member of Sui Southern Gas Company Limited and holder of ____________________

ordinary shares as per Share Register Folio Number/CDC Participant I/O No./Account No. ____________

____

hereby appoint (Name) ________________________________

who is also member of Sui Southern Gas Company Limited, as my proxy to vote for me and on my behalf at the Extra Ordinary General Meeting of the Company to be held on 28 October, 2016 and at any adjournment thereof.

Signed this ______________ day of ______________ 2016

______________ Folio No.

SIGNATURE ON RUPEES FIVE

REVENUE STAMP

The Signature should agree with the specimen registered with the Company.

Witnesses:

1 Signature____________________
Name ____________________
Address____________________
CNIC or Passport No.______________

2 Signature____________________
Name____________________
Address____________________
CNIC or Passport No.______________

Notes:

1. This Form must be signed across Five Rupees Revenue Stamp and it should be deposited in the Share Registrar Office of the Company not later than 48 hours before the time of holding the Meeting (Article 67).
2. No person shall be appointed a proxy who is not a member of the Company and qualified to vote save that a Corporation being a member of the Company may appoint as its Proxy, any person though not a member. An agent duly authorized under a power of attorney shall not be entitled to be present and vote on behalf of his appointer unless the agent is himself a member qualified to vote at the time of his being present at the meeting at which he proposes to vote as such agent (Article 65).

For CDC account holders / corporate entities:

In addition to the above the following requirements have to be met:

i) The Proxy Form shall be witnessed by two persons whose names, addresses and CNIC number shall be mentioned on the form.

ii) Attested copies of CNIC or the passport of the beneficial owners and the Proxy shall be furnished with the Proxy Form.

iii) The Proxy shall produce his original CNIC or original passport at the time of the Meeting.

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Note: There are two casual vacancies exist in the existing Board due to resignations of Mr. Shazad Dada and Ms. Nargis Ghaloo.

OTHER BUSINESS

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

By Order of the Board
Shoaib Ahmed
Company Secretary

October 04, 2016
Karachi

NOTES:

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5) Minutes of Last Meeting:

Copies of the minutes of the 61st Annual General Meeting held on 14 May 2016 will be available to the Members on request free of cost.

REGISTERED OFFICE:
SSGC House
Sir Shah Muhammad Suleman Road, Gulshan-e-Iqbal, Block -14, Karachi – 76300, Pakistan.

SSGC | Sui Southern Gas Company Limited

SHARES REGISTRAR:
Central Depository Company of Pakistan
CDC House, 99-B, Block B, SMCHS,
Main Sharah-e-Faisal, Karachi, Pakistan.

نوٹس برائے غیر معمولی اجلاسِ عام

بذریعہ نوٹس ہذا مطلع کیا جاتا ہے کہ سوئی سدرن گیس کمپنی لمیٹڈ کے حصص داران کا غیر معمولی اجلاس عام بروز جمعہ 28 اکتوبر 2016 کو سہ پہر 03:00 بجے پرل کانٹی نینٹل ہوٹل، کراچی میں درج ذیل امور کی انجام دہی کیلئے منعقد ہوگا۔

عام امور:

1۔ کمپنیز آرڈیننس 1984 کے پرووِیژن کی دفعات 178 اور 180 کے مطابق تین سالہ مدت کیلئے گیارہ (11) کمپنی ڈائریکٹرز کا انتخاب۔

a) بورڈ آف ڈائریکٹرز کی جانب سے زیرِ دفعہ (1) 178، کمپنیز آرڈیننس 1984 کے بموجب مقررہ گیارہ (11) ڈائریکٹرز کا انتخاب ہونا ہے۔

b) ریٹائر ہونے والے ڈائریکٹرز کے نام درج ذیل ہیں۔

i۔ مفتاح اسمٰعیل	ii۔ سردار رضوان کہیر	iii۔ آغا شیر شاہ	iv۔ فرقان بہادر خان
v۔ مبین صولت	vi۔ سلیم زمیندار	vii۔ محمد ریاض خان	viii۔ مرزا محمود احمد
ix۔ محمد بلال شیخ	x۔ سید غضنفر عباس جیلانی	xi۔ قاضی محمد سلیم صدیقی	xii۔ نوابزادہ ریاض نوشیروانی

نوٹ: شہزاد دادا اور محترمہ نرگس گھلو کے استعفٰی کے سبب موجودہ بورڈ میں دو نشستیں خالی ہیں۔

دیگر امور:

چیئرمین کی اجازت سے کمپنی کے کسی دوسرے کاروباری امور پر غور۔

بورڈ کے حکم کی طرف سے
شعیب احمد
کمپنی سیکریٹری

04 اکتوبر 2016
کراچی

نوٹ:

کمپنی کے حصص منتقلی کی کتابیں 21 اکتوبر 2016 تا 28 اکتوبر 2016 بند رہیں گی (بشمول دونوں ایام) اور اس دوران منتقلی برائے حصص رجسٹریشن کیلئے قبول نہیں کی جائیگی۔

کمپنیز آرڈیننس 1984 کے پرووِیژن کی دفعہ (3) 178 کے مطابق، اگر کوئی شخص (خواہ وہ ریٹائر ہونے والا ڈائریکٹر ہو یا کوئی دوسرا) ڈائریکٹر کے انتخاب کے مقابلے میں حصہ لینے کا خواہشمند ہو تو مذکورہ اجلاس کے انعقاد کی مقررہ تاریخ سے چودہ (14) روز قبل ڈائریکٹر کے انتخاب کے طور پر اپنی رضامندی سے متعلق نوٹس کمپنی کو پیش کریگا۔

1۔ غیر معمولی اجلاس عام میں شرکت:

i) تمام ممبران اجلاس عام میں شرکت اور ووٹ دینے کے حقدار ہیں، اور اس بات کے بھی حقدار ہیں کہ اجلاس عام میں شرکت اور ووٹ دینے کے لئے تحریری طور پر اپنی جگہ کسی دوسرے ممبر کا تقرر کرسکیں۔ بطور ایک مستند ہستی، ایک رکن ہونے کے کسی بھی شخص کو اپنے نائب کے طور پر مقرر کرسکتے ہیں، خواہ وہ رکن ہو یا نہ ہو۔ مستند ہستی ہونے کی صورت میں، بورڈ آف ڈائریکٹرز کی قرارداد یا پاور آف اٹارنی بمعہ نامزد شخص کے نمونہ دستخط کے ساتھ مکمل نیابت فارم کے ہمراہ کمپنی کو جمع کرائیگا۔ اور نائب اشخاص پر لازم ہے کہ وہ اجلاس عام میں شرکت کے وقت اپنے اصل کمپیوٹرائزڈ قومی شناختی کارڈ یا اصل پاسپورٹ پیش کرنا ہوگا۔

ii) دستخط شدہ نیابت کو موثر بنانے کے لئے لازمی ہے کہ اجلاس عام کے انعقاد سے 48 گھنٹے قبل کمپنی کے رجسٹرڈ آفس میں جمع کرادی جائے۔

سی ڈی سی کھاتے داروں کیلئے ضروری رہنمائی۔

سی ڈی سی کھاتے داروں کو سیکورٹی اینڈ ایکسچینج کمیشن پاکستان کے جاری کردہ سرکلر نمبر 1 بتاریخ 26 جنوری 2000 میں درج مندرجہ ذیل رہنما اصولوں کی پیروی کرنا ہوگی۔

A اجلاس میں شرکت کیلئے

i۔ فرد کی صورت میں، کھاتہ دار یا ذیلی کھاتہ دار اور یا اشخاص جن کی سیکیورٹی گروپ کھاتے کی صورت میں ہیں اور انکی رجسٹریشن کی تفصیلات کے ضابطے کے مطابق اپ لوڈ کرنے، ان کی اصلی کمپیوٹرائز قومی شناختی کارڈ یا اصلی پاسپورٹ دکھا کر ان کی شناخت کی توثیق اجلاس میں شرکت کے وقت کرینگے۔

ii۔ مستند ہستیوں کی صورت میں، بورڈ آف ڈائریکٹرز قرارداد یا پاور آف اٹارنی بمعہ نامزد شخص کے نمونہ دستخط کے اجلاس میں شرکت سے قبل فراہم کرنا ہونگے (اگر پہلے فراہم نہ کئے گئے ہوں)

B نائب کی نامزدگی کیلئے:

i۔ فرد کی صورت میں، کھاتہ دار یا ذیلی کھاتہ دار اور یا اشخاص جن کی سیکیورٹی گروپ کھاتے کی صورت میں ہیں اور انکی رجسٹریشن کی تفصیلات کے ضابطے کے مطابق اپ لوڈ کرنے، درج ذیل ضرورت کے مطابق نیابت فارم جمع کرانا ہوگا۔

ii۔ نیابت فارم پر دو گواہوں کی تصدیق کرانا ضروری ہے جن کے نام، پتے اور کمپیوٹرائز قومی شناختی کارڈ نمبرز فارم پر درج ہونگے۔

iii۔ مستفیض ہونے والے مالکان اور انکے نائب کے کمپیوٹرائز قومی شناختی کارڈ یا پاسپورٹ کی تصدیق شدہ فوٹو کاپیاں نیابت فارم کے ساتھ منسلک ہونگی۔

iv۔ نائب کو اپنا اصل قومی شناختی کارڈ یا اصل پاسپورٹ اجلاس میں شرکت کے وقت فراہم کرنا ہوگا۔

v۔ مستند ہستیوں کی صورت میں، بورڈ آف ڈائریکٹرز قرارداد یا پاور آف اٹارنی بمعہ نامزد شخص کے نمونہ دستخط کے اجلاس میں شرکت سے قبل فراہم کرنا ہونگے (اگر پہلے فراہم نہ کئے گئے ہوں)

2۔ این ٹی این سرٹیفکیٹ / کمپیوٹرائز قومی شناختی کارڈ کی کاپی جمع کرانا لازمی ہے۔

فزیکل کھاتے دار اور سی ڈی سی کھاتے اسکے شرکت دہندہ / سرمایہ کار کھاتہ خدمات کی صورت میں ہمارے حصص رجسٹرار کے پاس کارآمد کمپیوٹرائزڈ قومی شناختی کارڈ / این ٹی این کی کاپی جمع کرانا ہوگی۔

3۔ غیر معمولی اجلاس عام کی اطلاع بذریعہ الیکٹرانک ٹرانسمیشن ای میل ترسیل۔ (اختیاری)

حصص یافتگان جن کو کمپنی کے غیر معمولی اجلاس عام کی اطلاع بذریعہ ای میل (اختیاری) مطلوب ہو وہ متعلقہ فارم کمپنی کی ویب سائٹ www.ssgc.com.pk سے حاصل کرکے جمع کراسکتے ہیں۔

4۔ تبدیلیء رہائش

حصص یافتگان تبدیلی رہائش کی صورت میں فوری طور پر حصص رجسٹرار کو مطلع کرینگے فولیو نمبرز کے حوالے کے ساتھ۔

5۔ اجلاس عام کی تحریری کارروائی

14 مئی 2016 کو ہونے والے سالانہ اجلاس عام کی تحریری کارروائی کی نقول بلا قیمت ارکان کو انکی درخواست پر فراہم کی جائیگی۔

REGISTERED OFFICE:
SSGC House
Sir Shah Muhammad Suleman Road, Gulshan-e-Iqbal,
Block -14, Karachi – 76300, Pakistan.

SSGC **Sui Southern Gas Company Limited**

SHARES REGISTRAR:
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PID(K) 1108/16 www.ssgc.com.pk