

NOTICE OF THE 9TH ANNUAL GENERAL MEETING

Notice is hereby given that the **9th Annual General Meeting (AGM)** of the Shareholders of Pakistan Mortgage Refinance Company Limited (the Company) will be held on **Friday, March 29, 2024, at 10:30 AM** at registered office of PMRC, situated at Finance & Trade Centre, 4th Floor, Block-A, Shahrah-e-Faisal, Karachi -74400, Pakistan, to transact the following business. The person(s) entitled, and having valid proxy on behalf of the shareholders may also attend AGM virtually through video-conference facility, by joining below Zoom meeting ID.

Join Zoom Meeting:

<https://us06web.zoom.us/j/84026380269?pwd=nKPcPUnDRxvJdu6PONPGacIpFoy0zq.1>

Meeting ID: 840 2638 0269

Passcode: 429736

Ordinary Business:

1. To confirm the minutes of the 8th Annual General Meeting of the Company held March 28, 2023.
2. To receive, consider and adopt the Audited Financial Statements of the Company together with Directors', Auditors' reports thereon, the Statement of Compliance with the Code of Corporate Governance and Auditors' review report thereon, for the year ended December 31, 2023.
3. To appoint auditors of the Company for the year ending December 31, 2024, and fix their remuneration.
4. To approve payment of a Final Cash Dividend of Rs. 1.5 per share, i.e. 15% for the year ended December 31, 2023, as recommended by the Board of Directors in its meeting held on March 5, 2024.
5. Any other business with the permission of the Chair.

Karachi: March 8, 2024

By Order of the Board



Naved Hanif
Company Secretary

Page 1 of 4



NOTES:

1. Participation in the Meeting

- i) The Regulation 10 (6) of the Listed Companies (Code of Corporate Governance) Regulations, 2019, requires, all directors of a company shall attend its general meeting(s), (ordinary and extra ordinary) unless precluded from doing so due to any reasonable cause.
- ii) The Register of Members and the Share Transfer Books will be closed from Monday, March 25, 2024, to Friday, March 29, 2024 (both days inclusive) for the purpose of the Annual General Meeting.
- iii) Only those persons whose names appear in the Register of Members of the Company as at Friday, March 22, 2024, are entitled to attend and vote at the Annual General Meeting.
- iv) A Member entitled to attend and vote at the Annual General Meeting may appoint another Member as his/her proxy to attend and vote for him/her, provided that an Institutional Shareholders may appoint as its proxy a person who is not a member but is duly authorized by the Institution. Proxies must be received at the Registered Office of the Company, situated at Finance & Trade Centre, 4th Floor, Block-A, Shahrah-e-Faisal, Karachi -74400, Pakistan not later than 48 hours before the time of the holding of the Annual General Meeting.
- v) The instrument appointing a proxy shall be signed by the appointer or his attorney duly authorised in writing, or if the appointer is a body corporate, be under its seal or be signed by an officer or an attorney duly authorised by it.
- vi) In case of a corporate entity, the board of directors' resolution/ power of attorney with specimen signature of the nominee shall be submitted with the form of proxy to the Company, and the same shall be produced in original at the time of the meeting to authenticate the identity.
- vii) Members are requested to notify immediately any changes in their registered address to Company's Share Registrar, CDC Share Registrar Services Limited, CDC House 99-B, Block 'B', Sindhi Muslim Cooperative Housing Society (S.M.C.H.S), Main Shakra-e-Faisal, Karachi - 74400.
- viii) The beneficial owner of the shares of the Company in the Central Depository System of the CDC or his / her proxy entitled to attend and vote at this meeting, shall produce his / her original CNIC or passport to prove his / her identity.
- ix) Proxy form is attached with this notice.

PAKISTAN MORTGAGE REFINANCE COMPANY LIMITED
FORM OF PROXY

I / We, _____ S/o _____ resident of _____ being a member of Pakistan Mortgage Refinance Company Limited and holding _____ shares, as per Register Folio No./ participant's ID/CDC sub-account No. _____ hereby appoint _____ Folio No. / Participant's ID/CDC sub-account No. _____ or failing him/her _____, as my / our proxy to vote and act for me/ us on my/our behalf at the **9th Annual General Meeting** of the Pakistan Mortgage Refinance Company Limited (the Company) to be held on **Friday, March 29, 2024, at 10:30 AM** and at any adjournment thereof.

Signed _____ day of _____ 2024 _____

Witness:

1. _____

2. _____

Notes:

1. A Member entitled to attend and vote at the Annual General Meeting may appoint another Member as his/her proxy to attend and vote for him/her, provided that an Institutional Shareholder may appoint as its proxy a person who is not a member but is duly authorized by the Institution. Proxies must be received at the Registered Office of the Company, situated at Finance & Trade Centre, 4th Floor, Block-A, Shahrah-e-Faisal, Karachi -74400, Pakistan not later than 48 hours before the time of the holding of the Annual General Meeting.
2. The instrument appointing a proxy shall be signed by the appointer or his attorney duly authorised in writing, or if the appointer is a body corporate, be under its seal or be signed by an officer or an attorney duly authorised by it.
3. In case of a corporate entity, the board of directors' resolution/ power of attorney with specimen signature of the nominee shall be submitted with the form of proxy to the Company, and the same shall be produced in original at the time of the meeting to authenticate the identity.
4. Members are requested to notify immediately any changes in their registered address to



Company's Share Registrar, CDC Share Registrar Services Limited, CDC House 99-B, Block 'B', Sindhi Muslim Cooperative Housing Society (S.M.C.H.S), Main Shakra-e-Faisal, Karachi - 74400.

5. The beneficial owner of the shares of the Company in the Central Depository System of the CDC or his / her proxy entitled to attend and vote at this meeting, shall produce his / her original CNIC or passport to prove his / her identity.

