

East West Insurance Company Limited

NOTICE OF EXTRAORDINARY GENERAL MEETING

Notice is hereby given that an Extraordinary General Meeting of East West Insurance Company Limited will be held on Tuesday, March 31, 2020, at 3:00 PM at the Registered Office of the Company located at 27, Regal Plaza, Jinnah Road, Quetta, to transact the following business:

ORDINARY BUSINESS:

1. To confirm the minutes of Extraordinary General Meeting of the Company held on August 13, 2019.
2. To elect 4 (4) Directors of the Company in accordance with section 159(1) of the Companies Act, 2017.
 The following retiring directors are eligible to offer themselves for election:
 (1) Mr. Chaj Justice (R) Man Mahkooib/Amad (5) Mr. Pervez Yunus
 (2) Mr. Haved Yunus (6) Mr. Ummed Ansari
 (3) Mr. Javed Yunus (7) Mr. Ahsan Mahkood/Ad
 (4) Mr. Maham Yunus (8) Mr. Kazim Raza
3. To consider other business with the permission of the chair.

By the order of the board

Shahir Ali Hanchwala
 Company Secretary

Karachi: 10th March, 2020.

1. The Share Transfer Books of the company will remain closed from March 25, 2020 to March 31, 2020, both days inclusive. Transfers received in order at Company's Share Registrar, IBK Associates (Private) Limited, 1st Floor, 40-C, Block 6, P.E.C.H.S. Karachi, at the close of business on March 24, 2020 will be treated in time for purposes of transfer of shares to the transferees.

2. A member of the company entitled to attend and vote may appoint another member as his/her proxy to attend and vote instead of himself.

3. Proxies must be received at the Registered Office of the Company not less than 48 hours before the time of meeting.

4. Beneficial owner of the shares registered in the name of Central Depository Company of Pakistan (CDC) and/or their proxies will have to follow the following guidelines as set down by the Securities and Exchange Commission of Pakistan:

A. For attending the meeting

a. In case of individuals, the account holder and / or sub-account holder and their registration details are uploaded as per the CDC 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.

b. In case of corporate entity, the Board 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

a. In case of individuals, the account holder and / or sub-account holder and their registration details are uploaded as per the CDC Regulations, shall submit the proxy forms as per the above requirements.

b. The proxy form shall be witnessed by two persons whose names, address and CNIC numbers shall be mentioned on the form.

c. Attested copies of the CNIC or the passport of beneficial owners and the proxy shall be furnished with the proxy form.

d. The proxy shall produce his original CNIC or original passport at the time of the meeting.

e. 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 proxy form to the Company.

5. Eligibility of Candidates to Contest Election

Any person who seeks to contest the election of Directors shall, whether he is a retiring director or otherwise, file with Company the following documents and information at its registered office not later than fourteen days before the day of the meeting:

a. His/her Photo No./CDC Investors Account No./CDC Participant No./Sub Account No.

b. Notice of his/her intention to offer himself / herself for the election of Directors in terms of Section 159(1) of the Companies Act, 2017.

c. Completed declaration of Director in Form 28 under section 167 of the Companies Act, 2017.

d. A declaration along with his/her office address for placement on the Company's website as required under SECP's SRO 1156(I)/2019 dated October 03, 2019.

e. He/she has not been declared by a court of competent jurisdiction as defaulter in repayment of loan to a financial institution.

f. The Selection of Independent Director will be completed with the requirements of Section 168 of the Companies Act, 2017. Person contesting as Independent Director shall also comply under the Companies Act, 2017 and rules and regulations issued thereunder.

g. An attested copy of Computerized National Identity Card (CNIC).

He/she is not ineligible to become a director of the Company under and applicable laws and regulations (including listing regulations of Stock Exchange).

He/she is not serving as a director of more than seven listed companies. Provided that this limit shall not include the directorship in the listed subsidiaries of a listed holding company.

He/she has not his/her spouse is engaged in the business of brokerage or is a sponsor / dealer of office of a corporate brokerage house.

He/she is aware of his/her duties and powers under the relevant laws, Memorandum & Articles of Association of Company and listing regulation of stock exchange.

Handwritten signature and date: 5/3/2020