



CONTINENTAL BISCUITS LTD.

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NOTICE AND AGENDA OF THE ANNUAL GENERAL MEETING

Notice is hereby given that the 38th Annual General Meeting of **Continental Biscuits Limited** (The Company) will be held on March 16, 2022 at 2:30 PM Pakistan Time at Head Office of the Company. Participants who are unable to attend physically due to COVID-19 may attend the meeting through Microsoft Teams to transact the following:

AGENDA OF ANNUAL GENERAL MEETING

1. To confirm minutes of the last General Meeting held on March 22, 2021.
2. To receive, consider and adopt the audited accounts for the year ended December 31, 2021 together with Auditors' and Directors' Reports thereon.
3. To appoint auditors for the year 2022 and fix their remuneration.

Special Business:

1. To consider and approve increase in remuneration of Mr. Hasan Ali Khan - Chief Executive as recommended by the Board.
2. To consider and approve increase in remuneration of Mr. Hamid Ali Khan - Executive Director as recommended by the Board.

To transact any other business with the permission of the chair.

By order of the Board

Ali Hasan
Company Secretary



NOTES:

- 1- *All members are entitled to attend and vote at the Annual General Meeting.*
- 2- *For attending meeting by a person authorized by corporate member to act as its representative under Section 138 of the Companies Act, 2017, a certified true copy of its Board resolution shall be submitted/produced (unless it has been submitted earlier), together with copy of valid CNIC / Passport of the representative, before the time of the Meeting.*
- 3- *A member entitled to attend and vote at the Meeting may appoint another member as his/her proxy to attend and vote on his/her behalf. Instrument of Proxy shall be in writing and be signed by the appointer or his duly authorized attorney. In case of proxy for representative of corporate member proxy form, duly signed by an officer or an attorney duly authorized by it, shall be submitted together the Board resolution/power of attorney with specimen signature of the proxy and copy of his/her valid CNIC/Passport.*
- 4- *Proxies, in order to be effective, must be received at the registered office of the Company not less than **48 working hours** before the Meeting.*
- 5- *Members are requested to notify immediately changes, if any, in their registered address.*

