

NATIONAL CLEANER PRODUCTION CENTER FOUNDATION

NOTICE OF 16th ANNUAL GENERAL MEETING

Notice is hereby given that Annual General Meeting of **National Cleaner Production Center Foundation** will be held on Wednesday, 31ST October, 2018 at 3:00 P.M. in Refinery's General Office (MDC Hall) Morgah, Rawalpindi - Pakistan.

The agenda of meeting will be to consider and approve the following:

Sr. No.	AGENDA ITEM
1.	To confirm "Minutes of 15 th Annual General Meeting-(19 th GM)" held on October 25, 2017.
2.	To receive, consider and approve Audited Financial Statements of Foundation and Auditor's Report thereon for year ended June 30, 2018 together with the Directors' Report.
3.	To appoint statutory Auditors of Foundation for next financial year 2018-19 and fix their remuneration. The present auditors M/s A.F. Ferguson & Co. Chartered Accountants will stand retired on the conclusion of this meeting and being eligible have offered themselves for reappointment.
4.	Any other Business with the permission of Chair.

BY THE ORDER OF BOARD



Morgah Rawalpindi:

Khizar Hayat

9TH October, 2018.

Company Secretary