

**NATIONAL CLEANER PRODUCTION CENTER FOUNDATION**

**NOTICE OF 19<sup>TH</sup> ANNUAL GENERAL MEETING**

Notice is hereby given that Annual General Meeting of **National Cleaner Production Center Foundation** will be held on Monday, 25<sup>th</sup> October, 2021 at 3:00 P.M. in Refinery's General Office (Main Library – Via Zoom) Morgah, Rawalpindi-Pakistan.

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

<b>Sr. No.</b>	<b>AGENDA ITEM</b>
1.	To confirm "Minutes of 23 <sup>rd</sup> General Meeting-(18 <sup>th</sup> AGM)" held on October 29, 2020.
2.	To receive, consider and approve Audited Financial Statements of Foundation and Auditor's Report thereon for year ended June 30, 2021 together with the Directors' Report.
3.	To appoint statutory Auditors of Foundation for next financial year 2021-22 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**

**Khizar Hayat**

Morgah Rawalpindi

1<sup>st</sup> October, 2021

Company Secretary