

NATIONAL CLEANER PRODUCTION CENTER FOUNDATION

NOTICE OF 7TH EXTRA ORDINARY GENERAL MEETING (EOGM)

Notice is hereby given that 7th Extra Ordinary General Meeting (EOGM) of **National Cleaner Production Center Foundation** will be held on **Thursday, March 27, 2025 at 11:30 A.M.** at **office of the Company situated at Refinery's Post Office (MDC-Hall), Morgah, Rawalpindi-Pakistan.**

Agenda of meeting will be to consider and approve the following:

Sr. No.	AGENDA ITEM
1.	To Confirm "Minutes of 22 nd Annual General Meeting held on October 31, 2024.
2.	<p>To elect Nine (9) directors of Company as fixed by the Board of Directors in their meeting held on February 19, 2025 in accordance with the provisions of section 159 of the Companies Act, 2017 for a term of 3 years commencing from March 28, 2025 in place of existing retiring directors who are eligible for re-election.</p> <p>Names of retiring directors are as under:</p> <ol style="list-style-type: none">1. Mr. M. Adil Khattak.2. Dr. Muhammad Ilyas Fazil.3. Syed Ahmed Abid.4. Syed Asad Abbas.5. Mirza Munir Azam Temuri.6. Dr. Samra Mohsin Khan.7. Dr. Farida Faisal.8. Mr. Salman Tariq.9. Mr. Khalid Mahmood.
3.	Any other point with the permission of the Chairman.

BY THE ORDER OF BOARD



Kashif Ali Makhdoomi
Company Secretary

P.O. Refinery, Morgah
Rawalpindi
March 05, 2025

NOTES:

FOR CANDIDATES PARTICIPATION IN ELECTION OF DIRECTORS:

Any member who seeks to contest elections of directors shall, whether he is a retiring director or otherwise, file with Company the following documents, at its Registered Office, not later than fourteen (14) days before the date of meeting at which elections are to be held:

- i. Notice of his/her intention to offer himself/herself for election of directors in terms of section 159 (3) of The Companies Act, 2017.
- ii. Consent to act as directors in Form-9 under section 167 of The Companies Act 2017.
- iii. He/ She should also confirm that:
 - He/ She is not ineligible to become a director of Company under the Companies Act, 2017 and any applicable laws and regulations.

PARTICIPATION IN EXTRA-ORDINARY GENERAL MEETING:

A member entitled to attend and vote at the meeting is entitled to appoint any other member as his/her proxy to attend and vote (not in case of poll). Proxies in order to be effective must be received at the Registered Office of the Company, Post office Refinery Morgah, Rawalpindi-Pakistan, duly stamped and signed, not less than 48 hours before the time of meeting.

CLOSURE OF MEMBERS' BOOKS:

Members Books of Company will remain closed and no induction of members will be accepted for registration from March 21, 2025 to March 27, 2025 (both days inclusive).