



ADDENDUM TO NOTICE OF 40TH ANNUAL GENERAL MEETING OF PAK SUZUKI MOTOR COMPANY LIMITED TO BE HELD ON APRIL 18, 2023

This is an addendum to Notice of 40th Annual General Meeting ("AGM") of Pak Suzuki Motor Company Limited (the "Company"), scheduled to be held on Tuesday, April 18, 2023 at 09:00 AM (PST) at Ramada Plaza Hotel Airport, Karachi.

As per the requirements of the Companies (Postal Ballot) Regulations, 2018, as amended through SRO 2192 (I)/2022, dated December 05, 2022 (the "Amended Regulations"), issued by the Securities and Exchange Commission of Pakistan ("SECP") the right to vote through electronic voting facility and voting by post will be provided to members of the company for inter alia, all business classified as special business under the Companies Act, 2017 (the "Act") and required to be passed through special resolution in the AGM in the manner and subject to conditions contained in the Amended Regulations.

The procedure for E-Voting and voting by post is given below:

Procedure for E-Voting:

- The details of e-voting facility will be shared by the E-Voting Services Provider through e-mail with those Members of the company who have provided their e-mail addresses and mobile numbers as available with the company;
- The web address, login details and password will be communicated to Members via email and the security codes will be provided to Members through SMS from the web portal of the E-Voting Services Provider (CDC Share Registrar Services Limited);
- Identity of the Members intending to cast vote through e-voting shall be authenticated through electronic signature or authentication for login; and
- Members shall cast vote online at any time from April 12, 2023, at 9:00 AM {Pakistan Standard Time ("PST")} to April 17 2023 at 5:00 PM (PST). Once the voting on resolutions has been cast by a Member, the same shall not be allowed to change subsequently.

Procedure for Voting Through Postal Ballot:

- Member may in addition to E-Voting opt for voting through ballot paper in accordance with the requirements of the Amended Regulations;
- Members shall ensure that the duly filled in and signed ballot paper along with a copy of valid Computerized National Identity Card ("CNIC") should be addressed to the Chairman of AGM at DSU-13, Pakistan Steel Industrial Estate, Bin Qasim, Karachi. or through email at: company.secretary@paksuzuki.com.pk to the company on or before April 17, 2023 (business hours), i.e. one day before the AGM to be held on April 18, 2023. The signature on the Ballot Paper shall match with signature on the CNIC.

This Postal Ballot paper containing the Special Resolutions to be passed at the AGM, is given below and is also available on the website of the company i.e. www.suzukipakistan.com

In case of foreign members and representatives of a body corporate and corporation acceptability of identification documents shall be the valid CNIC, NICOP and Passport.

Please note that in case of any dispute in voting including the casting of more than one vote, the Chairman shall be the deciding authority.

Company Secretary

Karachi

April 11, 2023

BALLOT PAPER FOR VOTING THROUGH POST

For poll at the 40th Annual General Meeting of Pak Suzuki Motor Company Limited to be held on **Tuesday April 18, 2023 at 09 :00 AM (PST) at Ramada Plaza Hotel Airport, Karachi.**

Designated email address of the Chairman at which the duly filled in ballot paper may be sent at comapaney.secretary@paksuzuki.com.pk

Name of shareholder/joint shareholder(s):	
Registered Address:	
Folio No., CDC Participant / Investor ID with sub-account No.	
Number of shares held	
CNIC, NICOP/Passport No. (In case of foreigner) <i>(Copy to be attached)</i>	
Additional Information and enclosures (In case of representative of body corporates and corporations)	
Name of Authorized Signatory:	
CNIC, NICOP/Passport No. (In case of foreigner) of Authorized Signatory - <i>(Copy to be attached)</i>	

I/we hereby exercise my/our vote in respect of the following special resolutions through postal ballot by giving my/our assent or dissent to the following resolution by placing tick (√) mark in the appropriate box below:

Special Resolution				
Agenda Item 4.				
To ratify and approve transactions conducted with the Related Parties for the year ended December 31, 2022 by passing the following special resolution with or without modification:				
"Resolved that the transactions conducted with the Related Parties as disclosed in the note 46 of the audited financial statements for the year ended December 31, 2022 and specified in the Statement of Material Facts under Section 134(3) be and are hereby ratified, approved and confirmed."				
Agenda Item 5.				
To authorize the Board of Directors of the company to approve transaction with the Related Parties for the financial year ending December 31, 2023 by passing the following special resolution with or without modification:				
"Resolved that the Board of Directors of the company be and is hereby authorized to approve the transactions to be conducted with the related parties for the financial year ending December 31, 2023."				
"Further resolved that these transactions by the Board of Directors shall be deemed to have been approved by the shareholders and shall be placed before the shareholders in the next Annual General Meeting for their formal ratification / approval."				
I/we hereby exercise my/our vote in respect of above mentioned special resolutions through postal ballot by conveying my/our assent or dissent to the said resolutions by placing tick (√) mark in the appropriate box below:				
Sr. No.	Nature and Description of resolutions	No. of ordinary shares for which votes cast	I/We assent to the Resolutions (FOR)	I/We dissent to the Resolutions (AGAINST)
01	Special Resolution as per the Agenda Item No. 04 (as given above)			
02	Special Resolution as per the Agenda Item No. 05 (as given above)			

- Duly filled in postal ballot should be addressed to the Chairman of AGM at DSU-13, Pakistan Steel Industrial Estate, Bin Qasim, Karachi or through email at: company.secretary@paksuzuki.com.pk to the company in business hours on or before April 17, 2023, i.e. one day before the AGM to be held on April 18, 2023. Any Postal Ballot paper received after this date, will not be considered for voting;
- The signature on the Ballot Paper shall match with signature on the CNIC;
- This Postal Ballot paper containing the Special Resolutions to be passed at the AGM and is also available on the website of the Company i.e. www.suzukipakistan.com;
- Copy of CNIC, NICOP/Passport No. (In case of foreigner) should be enclosed with the postal ballot form;
- Postal Ballot paper should reach the Chairman on or before April 17, 2023. Signature on postal poll paper should match with signature on CNIC, NICOP/ Passport (In case of foreigner); and
- Incomplete, unsigned, incorrect, defaced, torn, mutilated, over written ballot paper will be rejected.

Shareholder/Proxy holder Signature/Authorized Signatory

Place: _____

(In case of corporate entity, please affix company stamp)

Date: _____

پاک سوزوکی موٹر کمپنی لمیٹڈ

کے 40 ویں سالانہ اجلاس عام کے نوٹس کا ضمیمہ، جس کا انعقاد مورخہ 18 اپریل 2023 کو ہوگا



یہ پاک سوزوکی موٹر کمپنی لمیٹڈ ("کمپنی") کے 40 ویں سالانہ جنرل میٹنگ ("AGM") کے نوٹس کا ایک ضمیمہ ہے، جو کہ بروز منگل، مورخہ 18 اپریل، 2023 کو صبح 09:00 بجے رامادا (Ramada) پلازہ ہوٹل ایئر پورٹ، کراچی میں منعقد ہونا ہے۔

کمپنیز (پوسٹل بیلٹ) ریگولیشنز، 2018 کی ضروریات کے مطابق، جیسا کہ SRO 2192 (I)/2022 کے ذریعے ترمیم شدہ، مورخہ 05 دسمبر 2022 ("ترمیم شدہ ضوابط")، جو سیکورٹیز اینڈ ایکسچینج کمیشن آف پاکستان ("SECP") الیکٹرانک ووٹنگ کی سہولت کے ذریعے ووٹ ڈالنے کا حق اور ڈاک کے ذریعے ووٹ ڈالنے کا حق کمپنی کے اراکین کو دیگر تمام امور کے ساتھ ساتھ فراہم کیا جائے گا، تمام کاروبار کمپنیز ایکٹ 2017 ("ایکٹ") کے تحت خصوصی کاروبار کے طور پر درجہ بند کیے گئے ہیں اور اسے AGM میں خصوصی قرارداد کے ذریعے اور ترمیم شدہ ضوابط میں شامل شرائط کے ساتھ پاس کرنے کی ضرورت ہے۔

ای وی ووٹنگ (E-Voting) اور ڈاک کے ذریعے ووٹنگ کا طریقہ کار ذیل میں دیا گیا ہے:

ای وی ووٹنگ (E-Voting) کا طریقہ کار:

(ا) ای وی ووٹنگ کی سہولت کی تفصیلات ای وی ووٹنگ خدمات فراہم کرنے والے کمپنی کے ان اراکین کے ساتھ ای میل کے ذریعے شیئر کریں گے جنہوں نے کمپنی کے پاس دستیاب اپنے ای میل ایڈریس اور موبائل نمبر فراہم کیے ہیں۔

(ب) ویب ایڈریس، لاگ ان کی تفصیلات اور پاس ورڈ ای میل کے ذریعے ممبران کو بتائے جائیں گے اور ای وی ووٹنگ سروسز پرووائیڈر (CDC شیئر رجسٹر ارسروم/لمیٹڈ) کے ویب پورٹل سے ایس ایم ایس کے ذریعے اراکین کو سیکورٹی کوڈ فراہم کیے جائیں گے۔

(ج) ای وی ووٹنگ (E-Voting) کے ذریعے ووٹ ڈالنے کا ارادہ رکھنے والے اراکین کی شناخت الیکٹرانک دستخط یا لاگ ان کے لیے تصدیق کے ذریعے کی جائے گی؛ اور

(د) اراکین 12 اپریل 2023 کو صبح 9:00 بجے (پاکستان کے معیاری وقت ("PST") کے مطابق) سے مورخہ 17 اپریل 2023 کو شام 5:00 بجے ("PST") تک کسی بھی وقت آن لائن ووٹ ڈال سکیں گے۔ ایک بار جب کسی رکن کی طرف سے قراردادوں پر ووٹنگ ہو جائے تو اسے بعد میں تبدیل کرنے کی اجازت نہیں ہوگی۔

پوسٹل بیلٹ (Postal Ballot) کے ذریعے ووٹ ڈالنے کا طریقہ کار:

(ا) ممبر ای وی ووٹنگ کے علاوہ ترمیم شدہ ضوابط کے تقاضوں کے مطابق بیلٹ پیپر کے ذریعے ووٹنگ کا انتخاب کر سکتا ہے۔

(ب) اراکین اس بات کو یقینی بنائیں گے کہ درست کمپیوٹرائزڈ قومی شناختی کارڈ ("CNIC") کی کاپی کے ہمراہ صحیح طریقے سے بھرے گئے اور دستخط شدہ بیلٹ پیپر کو بنام چیئر مین AGM، DSU-13، پاکستان اسٹیل انڈسٹریل اسٹیٹ، بن قاسم، کراچی پر یا ای میل کے ذریعے: company.secretary@paksuzuki.com.pk پر کمپنی کو مورخہ 17 اپریل 2023 کو یا اس سے قبل (کاروباری اوقات)، یعنی 18 اپریل 2023 کو ہونے والے AGM کے انعقاد سے ایک دن قبل ارسال کیا جائے۔ بیلٹ پیپر پر دستخط CNIC پر دستخط کے ساتھ مائل ہوں گے۔

یہ پوسٹل بیلٹ (Postal Ballot) پیپر جس میں AGM میں پاس کی جانے والی خصوصی قراردادیں شامل ہیں، ذیل میں دی گئی ہیں اور کمپنی کی ویب سائٹ یعنی www.suzukipakistan.com پر بھی دستیاب ہے۔

غیر ملکی ممبران اور باڈی کارپوریٹ اور کارپوریشن کے نمائندوں کی صورت میں شناختی دستاویزات کی قبولیت درست CNIC، NICOP اور پاسپورٹ ہوگی۔ براہ کرم نوٹ کر لیں کہ ایک سے زیادہ ووٹ ڈالنے سمیت ووٹنگ میں کسی تنازع کی صورت میں، چیئر مین کو فیصلے کا اعلیٰ اختیار ہوگا۔

بجگم بورڈ
کمپنی سیکریٹری
کراچی:
11 اپریل 2023

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Folio No., CDC Participant / Investor ID with sub-account No.	
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CNIC, NICOP/Passport No. (In case of foreigner) (Copy to be attached)	
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Place: _____

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