



# Pakistan Paper Products Ltd.

D/58, S.I.T.E., KARACHI, PAKISTAN

Tel: 32579302, 32579698, 32569303. Fax: 0092-21-32579301

Dated: April 20, 2026

The General Manager  
Pakistan Stock Exchange Limited  
Stock Exchange Building  
Stock Exchange Road  
Karachi

Subject: **Notice of Extra Ordinary General Meeting**

Dear Sir

Enclosed please find a copy of the Notice of Extra Ordinary General Meeting to be held on May 11, 2026 at 11:00 am, for circulation amongst the TRE Certificate Holders of the Exchange. The said notice will be published in Business Recorder and Daily Aman on April 21, 2026.

For ***PAKISTAN PAPER PRODUCTS LTD***

Yours sincerely,



DAWOOD AHMED MAPARA  
COMPANY SECRETARY



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## Notice of Extra Ordinary General Meeting

Notice is hereby given that an Extra Ordinary General Meeting (EOGM) of Pakistan Paper Products Limited will be held on Monday May 11, 2026 at 11:00 am, at the registered office at D-58 Estate Avenue, SITE Area, Karachi to transact the following business:

1. To confirm the minutes of 62<sup>nd</sup> Annual General Meeting held on October 9, 2025.
2. To elect seven (7) directors of the company as fixed by the Board of Directors for a period of three (3) years commencing from May 11, 2026 in terms of Section 159(1) of the Companies Act, 2017. The names of retiring directors who are eligible to offer themselves for re-election, are as under:
  - Ms. Muleika Sayeed
  - Mr. Abbas Sayeed
  - Mr. Abid Sayeed
  - Mr. Asadullah Sayeed
  - Mr. Mohsin Safdar
3. To transact any other business of the company with the permission of the Chair.

A statement under Section 166(3) of the Companies Act, 2017 is annexed.

**By Order of the Board**



Dawood Ahmed Mapara  
Company Secretary

Place: Karachi

Dated: April 20, 2026



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## NOTES:

### 1. Book Closure:

The transfer books of the company will remain closed from May 05, 2026 to May 11, 2026 (both days inclusive). Transfers received in order at the office of the Share Registrar, M/s. F.D. Registrar Services (Pvt) Ltd, 17th Floor, Saima Trade Tower–A, I.I. Chundigarh Road, Karachi 74000 by the close of business on May 04, 2026 will be treated in time for determination of entitlement to attend, speak and vote at the EOGM.

### 2. Election of Directors:

Any member who seeks to contest election for the office of director shall, whether he/she is a retiring director or otherwise, file the following documents/information at least fourteen (14) days before the date of EOGM:

- a) Notice of his/her intention to offer himself/herself for election of directors in terms of Section 159(3) of the Companies Act, 2017.
- b) Consent to act as director under Section 167(1) of the Companies Act, 2017 along with a valid copy of attested CNIC/Passport and NTN.
- c) A detailed profile of the candidate including his/her office address for placement onto the Company's website as required under SECP's SRO 1196(I)/2019 dated October 03, 2019.
- d) A declaration that:
  - He/ She is aware of his/her duties, liabilities and powers under the Companies Act, 2017, the Securities Act, 2015, Listed Companies (Code of Corporate Governance) Regulations, 2019, Listing Regulations of Stock Exchange, Memorandum and Articles of Association and all applicable laws/rules/regulations/codes etc.
  - He/ She is compliant with the requirements and eligible/qualified as set out in the Companies Act, 2017 and Listed Companies (Code of Corporate Governance) Regulations, 2019.
  - He/ She is not serving as a director in more than seven (7) listed companies simultaneously.
  - Neither he/she nor his/her spouse is engaged in the business of stock brokerage.
  - He/ She is aware of the "Closed Period" prior to the announcement of interim and final results and business decisions which may materially affect the market price of the company's securities.



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e) Independent Director(s) shall meet the criteria laid down under Section 166 of the Companies Act, 2017 and Companies (Manner and Selection of Independent Directors) Regulations, 2018.

Additional documents required:

- I. Declaration by Independent Director under Clause 6(3) of the Listed Companies (Code of Corporate Governance) Regulations, 2019.
- II. Undertaking on non-judicial stamp paper that he/she meets the requirements of Regulation 4 of the Companies (Manner and Selection of Independent Directors) Regulations, 2018.

### **3. Participation in EOGM:**

Beneficial owners must bring original CNIC/Passport and CDC account details. Corporate members must provide Board Resolution/Power of Attorney.

### **4. Proxy:**

A member may appoint another member as proxy. Proxy forms must be received at least 48 hours before the meeting. Proxy form is available on company's website.

### **5. Online Participation (Zoom):**

Members can attend via Zoom by sending details to [agm@pakpaper.com](mailto:agm@pakpaper.com) at least 48 hours before the meeting.

### **6. Submission of CNIC:**

Members are requested to submit valid CNIC copies to comply with SECP requirements.

### **7. Video Link Facility:**

If members holding at least 10% shares request, video link facility will be arranged.

### **8. Change of Address:**

Shareholders must notify any change in address to the Company's Share Registrar.

### **9. E-Voting:**

It is hereby notified that pursuant to the Companies (Postal Ballot) Regulations, 2018 and its amendments notified vide SRO 2192(I)/2022 dated December 5, 2022, members will be allowed to exercise their right to vote for election of directors at the EOGM, in accordance with the



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conditions mentioned in the aforesaid Regulations. The Company shall provide its members with the following options for voting:

## i) E-Voting Procedure

(a) Details of the e-voting facility will be shared through an email with those members of the Company who have their valid CNIC numbers, cell numbers, and email addresses available in the register of members of the Company within due course.

(b) The web address login details will be communicated to members via email.

(c) Identity of the members intending to cast vote through E-voting shall be authenticated through authenticated login.

(d) E-voting lines will start from May 4<sup>th</sup>, 2026 9:30 am and shall close on May 10, 2026 at 5 pm. Members can cast their votes any time in the period.

## ii) Postal Ballot

For voting through Postal Ballot members may exercise their right to vote as per provisions of the Companies (Postal Ballot) Regulations, 2018 subject to the requirement of Section 143 to 145 of the Companies Act, 2017. Further details in this regard will be communicated to the shareholders within the legal time frame as stipulated under these said Regulations, if required.

The members shall ensure that duly filled and signed ballot paper along with copy of CNIC should reach the Chairman of the meeting through post on the Company's registered office one day before the EOGM i.e. May 10, 2026 during the working hours. The signature on the ballot paper shall match with the signature on CNIC or Company records.

## **10. Appointment of E-Voting Service Provider and Scrutinizer**

In accordance with the applicable law mentioned above, M/s. DCCL (Private) Limited have been appointed as the e-voting service provider and M/s. S.M Sohail & Co., Chartered Accountants, have been appointed as scrutinizer to monitor and validate voting for election of directors.

## **11. Prohibition of Distribution of Gifts**

The Securities and Exchange Commission of Pakistan (SECP), vide S.R.O.452(I)/2025 has strictly prohibited companies from providing gifts or incentives in lieu of (gifts / tokens/ coupons / lunches / takeaway / packages) in any form or manner, to the shareholders at or in connection with general meetings.



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**Statement under Section 166(3) of the Companies Act, 2017:**

The Company is required to have two independent directors. The selection will be made based on competence, experience, diversity and independence, as per applicable regulations. No director has direct or indirect interest except as shareholder.

A final list of contesting candidates shall be published in newspapers not later than seven (7) days prior to the date of EOGM in accordance with Section 159(4) of the Companies Act, 2017. Election will only be conducted if the number of valid nomination papers received for these 7 elective seats exceeds. In such an event, the ballot paper shall be published at least seven (7) days prior to the EOGM.

Members may also cast their votes through e-voting in accordance with the procedures set out in the Regulations and other applicable laws, and the requisite information for each candidate will be made available on the Company's website.

None of the Directors of the Company has any direct or indirect interest in the business, except to the extent that they are eligible to offer themselves for election as Directors