

IGI Life Insurance Limited

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IGI|Life

CS/PSX/2016/072
06th June 2016

- 1) **The General Manager**
Pakistan Stock Exchange Limited
Stock Exchange Building,
Stock Exchange Road,
Karachi.

- 2) **The General Manager**
Pakistan Stock Exchange Limited
Regional Office - Lahore
19, Khyaban-e-Aiwan-e-Iqbal,
Lahore.

Subject: **NOTICE OF EXTRAORDINARY GENERAL MEETING**

Dear Sir,

Enclosed please find a copy of the published notice of the Extraordinary General meeting to be held on June 27, 2016 for the circulation amongst your members

Yours truly



Muhammad Amin
Financial Controller & Company Secretary

Enclosed: As stated above

Copy to:
Insurance Division SECP Islamabad
Company Registration Office SECP - Karachi
Registrar - Famco Associates private limited.
Central depository services-CDC - Karachi.

BUSINESS RECORDER

Karachi, Monday 6 June 2016, 29 Shaban 1437

IGI Life
IGI Life Insurance Limited

NOTICE OF EXTRAORDINARY GENERAL MEETING

Notice is hereby given that Extraordinary General Meeting of IGI Life Insurance Limited (the "Company") will be held on Monday, 27th June, 2016 at 10:00 am, at The Institute of Chartered Accountants of Pakistan (ICAP), Chartered Accountants Avenue, Clifton, Karachi-75600 to transact the following business:

ORDINARY BUSINESS

1. To confirm the minutes of the last Annual General Meeting of the Company held on 20th April, 2016.

SPECIAL BUSINESS

2. To consider and, if thought fit, to approve the issuance of Bonus Shares @ 10% i.e. 1 (One) new share for every 10 (Ten) existing shares held, out of the free reserves of the Company to that extent.

ANY OTHER BUSINESS

3. To consider any other business with the permission of the Chairman.

By Order of the Board

6th June, 2016
Karachi

Muhammad Amin
Company Secretary

NOTES:

1. The Share Transfer Books of the Company will remain closed from 21st to 27th June, 2016 (both days inclusive).
2. Any member entitled to attend, speak and vote at Extraordinary General Meeting is entitled to appoint any person as a proxy to attend, speak and vote on his/her behalf. A proxy need not be a member of the Company. A corporation or a company, being a member may, by means of a resolution of its directors, appoint a person who need not be a member, as proxy or as its representative under Section 162 of the Companies Ordinance 1984.
3. The instrument appointing a proxy, in order to be valid, must be deposited at the Office of Share Registrar "M/s FAMCO Associates (Pvt.) Limited", at 8-F, next to Faran Hotel, Nursery, Block-6, P.E.C.H.S, Sharah-e-Faisal, Karachi, duly signed, stamped and witnessed, not less than forty-eight (48) hours before the time of the Meeting. A member shall not be entitled to appoint more than one proxy. If more than one instrument of proxy are deposited by a member with the Company, all such instruments of proxy shall be rendered invalid.
4. Members whose shares are deposited with Central Depository Company of Pakistan Limited (CDC) are requested to bring their original Computerized National Identity Cards (CNIC) along with the participant's I.D. number and their account numbers in CDC to facilitate identification at the time of Extraordinary General Meeting, and in case of proxy, must enclose an attested copy of his/her CNIC. In case of a corporate entity, the Board of Directors' Resolution/Power of Attorney with specimen signature of the nominee and /or all such other documents, as are required under Circular No.1 dated 26th January 2000 issued by the Securities and Exchange Commission of Pakistan ("SECP") for the purpose, shall be produced at the time of the meeting (unless it has been provided earlier).
5. Members (non-CDC) are requested to promptly notify to M/s FAMCO Associates (Pvt.) Limited of any change in their address to ensure delivery of mail.
6. Clause 1(b) of SRO No. 1027/(I)2014 dated 13th November, 2014 issued by the SECP states "The company may provide video conference facility to its members for attending the general meeting at places other than the town in which general meeting is taking place after considering the geographical dispersal of its members; Provided that if members, collectively holding 10% or more shareholding residing at a geographical location, provide their consent to participate in the meeting through video conference at least 10 days prior to date of meeting the company shall arrange video conference facility in that city subject to availability of such facility in that city".

If you wish to take benefit of this facility, please fill the form appearing below and submit it to the Company at its registered address, at least 10 days prior to the holding of the Meeting.

The Company will intimate members regarding venue of video conference facility at least 5 days before the date of Extraordinary General Meeting along with complete information necessary to enable them to access the facility.

I/We, _____ of _____ being a member of IGI Life Insurance Limited, holder of _____ Ordinary shares as per Register Folio No. _____ hereby opt for video conference facility at _____.

Signature of Member _____

7. Members who have not yet submitted photocopy of their Computerized National Identity Cards to the Company are requested to send the same at the earliest.
8. In pursuance with Securities & Exchange Commission of Pakistan SRO No. 779(1)2011 dated August 18th, 2011 and SRO. 831 (1)2012 dated July 05th, 2012, the shareholders possessing physical shares are requested to send a copy of their Computerized National Identity Card (CNIC) to our Registrar's Office, M/s FAMCO Associates (Pvt.) Limited, at 8-F, next to Faran Hotel, Nursery, Block-6, P.E.C.H.S, Sharah-e-Faisal, Karachi, without any delay. In case of non-receipt of the copy of valid CNIC and non-compliance of the above requirement, the Company will be constrained to withhold dispatch of Bonus Shares to such shareholders. Corporate entities are also requested to submit their NTN at the address of our Registrar as given above.
9. The Company is in the process of setting up the e-voting facility as required by the SECP by the Companies (E-Voting) Regulations 2016, and in this connection, a special resolution for alteration of the Company's Articles of Association to allow for e-voting was passed in the preceding Annual General Meeting of the Company held on 20th April, 2016. However, the e-voting facility cannot be made available to the Members for this meeting because all the conditions required to be satisfied for providing e-voting facility, in principle the availability of a duly accredited intermediary, could not be satisfied.

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