

NOTICE OF ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN THAT the Twenty-Sixth Annual General Meeting of IGI Life Insurance Limited (the "Company") will be held on Wednesday, April 28, 2021 at 09:30 a.m. via video-conferencing arrangements.

Please note that due to the recent surge in COVID-19 reported cases and in order to control the spread of the virus, the Company shall hold its meeting only through video-link. Members are requested to attend the meeting through video conference facility managed by the Company as per the instructions given in the notes section.

Following business will be transacted at the meeting:

Ordinary Business

1. To confirm the minutes of the last Annual General Meeting (AGM) of the Company held on May 21, 2020.
2. To receive, consider and adopt the audited financial statements of the Company for the year ended December 31, 2020 together with the Chairman's Review Report and Directors' and Auditors' Report thereon.
3. To appoint auditors for the year 2021 and fix their remuneration. The current Auditors, M/s. A.F. Ferguson & Co. (Chartered Accountants) have consented to be appointed as auditors and the Board of Directors has recommended their appointment.
4. To transact any other business with the permission of the Chairman.

April 6, 2021
Karachi

By order of the Board
Company Secretary

PARTICIPATION IN THE 26TH AGM PROCEEDINGS VIA VIDEO LINK FACILITY:

To ensure wellbeing of our members, keeping in view the current COVID-19 situation, the AGM proceedings shall be held via video-link facility only. To attend through video-link, members can download the application/software through <https://zoom.us/download> and login via video-link to participate in the AGM proceedings.

The members/proxies registering to connect through video-link facility to participate in the meeting are required to mention their Name, Folio Number and CNIC Number in an email to igilifeagm@igi.com.pk with subject 'Registration for IGI Life AGM 2021'. Video-link and login credentials will be shared with the members/proxies whose email containing all the required particulars as mentioned above is received at the given email address before 05:00 p.m. on April 26, 2021. The same email address can be used by the members to provide their comments and questions for the agenda items of the AGM.

In the event of voting required during AGM, members using the video link can exercise their right to vote on the AGM date by logging into FAMCO's portal: www.famco.com.pk/evoting.html

OTHER NOTES

1. The Share Transfer Books of the Company will remain closed from April 21, 2021 to April 28, 2021 (both days inclusive).
2. A member entitled to attend and vote at the Annual General Meeting is entitled to appoint another person as a proxy to attend and vote instead of him/her. A proxy need not be a member of the Company. The proxy forms duly completed and signed by the member(s) appointing the proxy must be deposited with the Company's Share Registrar, FAMCO Associates (Private) Limited, 8F, Next to Hotel Faran, Nursery, Block 6, P.E.C.H.S., Shahrah-e-Faisal, Karachi, not later than forty-eight (48) hours before the time appointed for the Meeting.
3. Any individual beneficial owner having an account or sub-account with the Central Depository Company ("CDC"), entitled to vote at this meeting, must provide his/her Computerized / Smart National Identity Card (CNIC/SNIC) to prove his/her identity, and in case of proxy must enclose an attested copy of his/her CNIC/SNIC. The representatives of corporate bodies should provide attested copies of their board of directors' resolution/powers of attorney and/or all such documents as are required under Circular No. 1 dated January 26, 2000 issued by the SECP for the purpose.
4. Members (Non-CDC) are requested to promptly notify the Company's Share Registrar of any change in their addresses and also provide the email address, if possible.
5. Pursuant to Section 223 (7) of the Companies Act, 2017, the financial statements and annual reports have been placed on website of the Company and can be accessed on <http://igilife.com.pk/investor-relations/financial-reports/> members are hereby further informed that in pursuant to SECP's S.R.O. 787(1)/2014 dated September 8, 2014 and Companies Act, 2017, companies have been allowed to circulate the Annual Report to members through email. For this purpose, we have attached the request form in the Annual Report and also uploaded the same on our company's website at <http://igilife.com.pk/investor-relations/agm-related-forms/#1588198218774-0a90803a-a8bd> Members who want to avail this facility are requested to submit the duly filled request form to the Share Registrar.
6. Further, in accordance with SRO 470(I) / 2016 dated May 31, 2016, through which SECP has allowed companies to circulate the annual audited accounts to its members through CD/DVD/USB instead of transmitting the hard copies at their registered addresses, subject to consent of shareholders and compliance with certain other conditions.
7. In accordance with the provisions of Section 242 of the Companies Act, 2017, it is mandatory for a listed company to pay the cash dividend to its shareholders only through electronic mode directly into the bank account designated by the entitled shareholders. In order to receive your dividends directly into your bank account, please complete the particulars in E-Credit Dividend Mandate Form. This form has been attached in the Annual Report and is also available on our Company's website - www.igilife.com.pk. In the case of shares held in CDC, the same information should be provided to the CDS participants for updating and forwarding to the Company. In the absence of a member's valid bank account details and/or IBAN, the Company will be constrained to withhold the payment of dividend to such members till provision of prescribed details.
8. Shareholders, who by any reason, could not claim their dividend/ physical/bonus shares, if any, are advised to contact our Share Registrar at the address mentioned above.
9. In accordance with the Companies (Postal Ballot) Regulations, 2018, for any agenda item subject to the requirements of Section 143 and 144 of the Companies Act, 2017, members will be allowed to exercise their right of vote through postal ballot i.e. by post or e-voting, in the manner and subject to the conditions contained in the aforesaid regulations.