



EMPLOYERS FEDERATION OF PAKISTAN

THE ONLY MEMBER OF INTERNATIONAL ORGANIZATION OF EMPLOYERS, GENEVA, A CONSTITUENT OF INTERNATIONAL LABOUR ORGANIZATION, MEMBER OF COMMONWEALTH ENTERPRISE AND INVESTMENT COUNCIL, CONFEDERATION OF ASIA - PACIFIC EMPLOYERS & SOUTH ASIAN FORUM OF EMPLOYERS.

THE APEX BODY OF EMPLOYERS OF PAKISTAN

4th December, 2019

NOTICE OF EXTRA-ORDINARY GENERAL MEETING OF THE EMPLOYERS FEDERATION OF PAKISTAN (EFP)

Notice is hereby given that an Extra Ordinary General Meeting of the Employers' Federation of Pakistan (EFP) will be held on Tuesday, 31st December, 2019 at 3 p.m. at Movenpick Hotel, Motia Hall, Karachi to transact the following business:-

AGENDA

- 1) To confirm the minutes of the last Annual General Meeting held on 25th October, 2019.
- 2) To elect 20 Directors / Members of Managing Committee of the Employers' Federation of Pakistan as fixed by the Board in its meeting held on 16th November, 2019 for a three year term 2020-22.

The retiring directors namely:

- | | |
|----------------------------|----------------------------------|
| i. Mr. Majyd Aziz | xi. Mr. Athar Iqbal |
| ii. Zaki Ahmed Khan | xii. Mr. Khawaja Muhammad Nauman |
| iii. Ahsan Ullah Khan | xiii. Mr. Asif Aziz Zuberi |
| iv. Mr. Hanif Sattar | xiv. Mr. Humayun Nazir |
| v. Mr. Muhammad Feroz Alam | xv. Mr. Shahid Mustafa Qureshi |
| vi. Ms. Saadia Naveed | xvi. Mr. Syed Nazar Ali |
| vii. Mr. Muhammad Adrees | xvii. Mr. Khalid Junejo |
| viii. Ms. Sharon Dias | xviii. Mr. Mohsin Ashraf Tabani |
| ix. Haji Muhammad Javed | xix. Ismail Suttar |
| x. Mian Akram Farid | xx. Sheikh Abdul Waheed Sandal |

are eligible to offer themselves for reelection.

- 3) Any other business with the permission of the Chair.

By order of the Board

Fasihul Karim Siddiqi
Secretary General

Notes Overleaf.

KARACHI
2nd Floor, State Life Building No. 2
Wallace Road I. I. Chundrigar Road.
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Notes:

- 1) 20 Directors of the Board / Management Committee would be elected by the members of the Federation for a three year term (2020-2022), out of which 18 members of the Board of Directors / Management Committee would be elected from Ordinary members and two from trade bodies / chambers / associations.
- 2) Those members desirous of contesting election of the Board of Directors / Management Committee of the Federation for the above term are requested to forward their nomination on the enclosed **Nomination and Consent** forms duly filed in.
- 3) Duly filled in and signed Form 28, Part II, Columns under Serial 2 by the contestants / nominee. This would be effective only if candidate is elected, if elected.
- 4) **The last date for receipt of nomination is on Tuesday, 17th December, 2019.** The **Nomination and Consent** forms with requested attachments, if any, should reach the Secretary General at the registered office of the Federation situated at 2nd Floor, State Life Building No. 2, Wallace Road, Off I.I. Chundrigar Road, Karachi by post, courier or by hand at the address given above from Monday to Friday, 9 a.m. to 2 p.m. and Saturday 10 a.m. to 12 p.m. Last date of submission of form is 17th December, 2019 by 2 p.m.
- 5) Nomination received on the last day after **2:00 p.m. will not be accepted.**
- 6) Failure of payment of outstanding Membership Subscription or any other outstanding payment or dues **by or before Tuesday, 10th December, 2019** will disqualify any such nomination (item 2) and voting right.
- 7) Last date for withdrawal for nominations will be **Friday 20 December 2019 by 04.00 PM.**
- 8) Nomination sent by fax or email will not be accepted.
- 9) In the event of nominations received over and above the fixed number of 20, the Balloting will be held on **Tuesday, 31st December, 2019** from **03:30 p.m. to 06:00 p.m.** (without any break) at Hotel Movenpick, Karachi.
- 10) The Membership register of the Federation will remain closed from 11th December, 2019 to 31st December, 2019.
- 11) **At the time of casting vote, Original CNIC or Company Identity Card of the person casting vote will be required, Only Voting Representative or Managing Director / CEO of the company as per record of the Federation will be entitled to cast vote on behalf of the company. However, If the company wishes to authorize any other individual instead of the Voting Representative / MD / CEO, to attend meeting and cast vote on behalf of the company such individual should carry his original CNIC, a Board Resolution (in case of Public and Private Ltd Co.) or Authority Letter (in case of proprietorship/ownership) in his / her name for this purpose on Company's letter head with Company's seal duly affixed. (Sample Attached)**

KARACHI

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NOMINATION FORM FOR ELECTION AS A DIRECTOR / MEMBER OF THE MANAGING COMMITTEE OF EMPLOYERS' FEDERATION OF PAKISTAN FOR THE TERM 2020-2022

NAME OF NOMINEE : Mr. / Mrs. _____
(Full Name in Block Letters)

Designation : _____

(Signature of the CEO / MD)

(Name of the CEO / MD)

(Name of the Organization)

(Stamp of the Organization)

Date: _____

Notes:

1. Nomination Form NOT signed by CEO / MD or in his absence by the acting CEO / MD will not be accepted.
2. Incomplete Nomination Form will render it invalid.
3. Duly filled and signed Form 28, Part II, Columns under Serial 2 only by the contestants / nominee. This would be valid only, if elected.

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[COMPANY LETTER HEAD]

Dated: _____

Original Extract of Board Resolution

The Board of Directors of the Company namely, **M/S** _____
in their meeting held on _____ Resolved that
Mr./Ms. _____ holding CNIC # _____
be and is hereby authorized to represent the Company at the General / Extra-Ordinary
General Meeting(s) of the Employers' Federation of Pakistan (EFP) scheduled to be held
on Tuesday, 31st December, 2019 from 03:30 p.m. to 06:00 p.m. and/or any
adjournments thereof and to do all acts as is/are required appropriate including but not
limited to casting of vote as and when the need arises.

COMPANY SECRETARY / MD
COMPANY SEAL / STAMP

**(SPECIMEN AUTHORITY LETTER IN CASE OF PRIVATE COMPANY / FIRM /
PARTNERSHIP ETC.)**

[COMPANY / FIRM'S LETTER HEAD]

Dated: _____

AUTHORITY LETTER

I _____ CEO / MD / CHAIRMAN / MANAGING PARTNER /
PARTNER of M/s _____ do hereby
authorize Mr./Ms. _____ bearing CNIC #
_____ to represent the Company / Firm at the General / Extra-
Ordinary General Meeting(s) of the Employers' Federation of Pakistan (EFP) scheduled to be
held on Tuesday, 31st December, 2019 from 03:30 p.m. to 06:00 p.m. and/or any
adjournments thereof and to do all acts as is / are required appropriate including but not
limited to casting of vote as and when the need arises.

Signature
Designation
Company / Firm Seal / Stamp