

NOTICE OF THE EXTRAORDINARY GENERAL MEETING

Notice is hereby given that an Extraordinary General Meeting of Reliance Weaving Mills Limited will be held on Wednesday, March 31, 2021, at 12:00 noon at 2nd Floor, Trust Plaza, L.M.Q. Road, Multan, to transact the following business:

Ordinary Business:

1. To confirm the minutes of the Annual General Meeting held on October 28, 2020;
2. To elect seven (7) Directors of the Company, as fixed by the Board of Directors, in accordance with the provisions of Section 159 of the Companies Act, 2017, for a term of three years commencing from March 31, 2021. Following are the retiring Directors, who are eligible for re-election:
 - (i) Mr. Fawad Ahmed Mukhtar
 - (ii) Mr. Faisal Ahmed
 - (iii) Mr. Fahd Mukhtar
 - (iv) Mr. Muhammad Mukhtar Sheikh
 - (v) Mrs. Fatima Fazal
 - (vi) Mr. Shahid Aziz
 - (vii) Mr. Muhammad Shaukat
3. To transact any other business with the permission of Chair.

A statement under Section 166(3) of the Companies Act, 2017, is annexed to the notice of meeting circulated to the shareholders of the Company.

By order of the Board

Place: Multan
Dated: March 10, 2021

Aftab Ahmed Qaiser
Company Secretary

Notes:

1. The share transfer books of the Company will remain closed from March 25, 2021 to March 31, 2021 (both days inclusive). Transfers received in order at the office of our Shares Registrar by the close of the business on March 24, 2021 will be treated in time to attend, participate and vote at the Extraordinary General Meeting.
2. A member entitled to attend and vote may appoint another member as his/her proxy to attend and vote instead of him/her. The Proxy Form must be received the Registered Office of the Company not less than 48-hours before the time for holding the meeting. Proxy Form is being provided with this notice.
3. Pursuant to the Companies (Postal Ballot) Regulations, 2018, for the purpose of election of Directors, members will be allowed to exercise their right to vote through postal ballot that is voting by post or through any electronic mode, in accordance with the requirements and procedure contained in the aforesaid Regulations.
4. An individual beneficial owner of shares from CDC must bring his/her original CNIC or Passport, Account and Participant's ID numbers to prove his/her identity. A representative of corporate members from CDC must bring the Board of Directors' Resolution and/or Power of Attorney and specimen signatures of the nominee.

5. Any person who seeks to contest the election of directors shall file with the Company at its Registered Office, not later than fourteen (14) days before the date of meeting his / her intention to offer himself / herself for election of directors in terms of Section 159(3) of the Companies Act, 2017, together with (a) consent to act as Director in Form 28, duly completed and signed by the candidate; (b) A detailed profile including his/her office address pursuant to the requirements of SECPs notification S.R.O.1196 (I)/2019 dated October 3, 2019; (c) declaration in respect of being compliant with the requirements of the Listed Companies (Code of Corporate Governance) Regulations, 2019 and the eligibility criteria for a director as set out in the Companies Act, 2017; and (d) Declaration of independence in terms of Section 166(2) of the Companies Act, 2017, as required under Listed Companies (Code of Corporate Governance) Regulations 2019, (applicable only for person filing consent to act as an Independent Director of the Company).
6. Members are requested to immediately notify the Company's Shares Registrar of any change in their registered address.
7. CDC account holders are required to comply with the following guidelines as laid down by the Securities and Exchange Commission of Pakistan.
 - (iv) The proxy shall produce his / her original CNIC or original Passport at the time of the meeting; and
 - (v) In case of corporate entities, the board of directors' resolution / power of attorney with specimen signature of the person nominated to represent and vote on behalf of the corporate entity shall be submitted along with the proxy form to the Company.

STATEMENT UNDER SECTION 166(3) OF THE COMPANIES ACT, 2017

Section 166(3) of the Companies Act, 2017 required that a statement of material facts is annexed to the notice of Extraordinary General Meeting called for the purpose of election of directors which shall indicate the justification for choosing the appointee for appointment as independent director.

Reliance Weaving Mills Limited, being a listed company, is required to have independent directors on its Board in accordance with Listed Companies (Code of Corporate Governance) Regulations, 2019. Accordingly, the Company shall ensure that independent directors are elected in accordance with the procedures for election of directors as laid down in Section 159 of the Companies Act, 2017.

Once the contestants have filed their notice / intention for elections, the Company shall apply following criteria for choosing the appointee for appointment as an independent director.

- Inclusion of name of independent directors in the data bank maintained by Pakistan Institute of Corporate Governance (PICG) duly authorized by SECP.
- Respective competencies, diversity, skill, knowledge and experience of the election contestants shall be assessed.
- The Company shall exercise due diligence before selecting a person from the data bank that the contestant meets the independence criteria as mentioned in Section 166(2) of the Companies Act, 2017.

A. For Attending the Meeting:

- (i) In case of individuals, the account holder or sub-account holder and their registration details are uploaded as per CDC regulations, shall authenticate his/her identity by showing his/her original Computerized National Identity Card (CNIC) or original Passport at the time of attending the meeting; and
- (ii) In case of corporate entities, the board of directors' resolution / power of attorney with specimen signature of the nominee shall be produced at the time of the meeting.

B. For Appointing Proxies:

- (i) In case of individuals, the account holder or sub-account holder and their registration details are uploaded as per CDC regulations, shall submit the proxy form as per the above requirement.
- (ii) The proxy form shall be witnessed by two persons whose names, addresses and CNIC numbers shall be mentioned on the form.
- (iii) Attested copies of CNIC or the Passport of beneficial owners and the proxy shall be furnished with the proxy form.

FORM OF PROXY

Extraordinary General Meeting

I/We _____

of _____

being a member(s) of Reliance Weaving Mills Limited hold _____

Ordinary Shares hereby appoint Mr. / Mrs. / Miss _____

of _____ or falling him / her _____

of _____ as my / our proxy in my / our absence to attend and vote for me / us and on my / our behalf at

the Extraordinary General Meeting of the Company to be held at Company's Registered Office, 2nd Floor Trust Plaza, LMQ Road, Multan, on

Wednesday, March 31, 2021 at 12:00 noon and / or any adjournment thereof.

As witness my/our hand/seal this _____ 2021.

Signed by _____

in the presence of _____

Signatures _____

Name _____

Address _____

Signatures _____

Name _____

Address _____

Folio No.	CDC Account No.	
	Participant I.D.	Account No.

Signature on
Five Rupees
Revenue Stamp

The Signature should
agree with the
specimen registered
with the Company

Notes:

1. Proxies, in order to be effective, must be received at the Company's Registered Office at 2nd Floor, Trust Plaza, LMQ Road, Multan, not later than 48 hours before the time for the meeting and must be duly stamped, signed and witnessed.
2. Any individual beneficial owner of CDC, entitled to attend and vote at this meeting, must bring his / her CNIC or Passport, to prove his / her identity, and in case of proxy must enclose an attested copy of his / her CNIC or Passport, representatives of corporate members should bring the usual documents required for such purpose.

In addition to the above, the following requirements have to be met.

- (i) Attested copies of CNIC or the Passport of the beneficial owners and the proxy shall be provided with the proxy form.
- (ii) The proxy shall produce his original CNIC or original Passport at the time of the meeting.
- (iii) In case of a corporate entity, the Board of Directors Resolution / Power of Attorney with specimen signature shall be submitted (unless it has been provided earlier along with proxy form to the Company).

ریلائننس ویونگ ملز لمیٹڈ

میں / ہم _____ ساکن _____ بطور ممبر (ز) ریلائننس ویونگ ملز لمیٹڈ
_____ حال _____ عام حصص، محترم / محترمہ _____
_____ ساکن _____ یا ان کے حاضر نہ ہو سکنے کی صورت میں۔
_____ ساکن _____ کو اپنے/ہمارے ایما، پر کمپنی کے مورخہ 31 مارچ 2021
بروز 12:00 بجے کمپنی کے رجسٹرڈ آفس سیکنڈ فلور ٹرسٹ پلازہ ایل ایم کیوروڈ ملتان میں ہونے والے غیر معمولی اجلاس عام میں شرکت کرنے اور حق رائے
دہی استعمال کرنے کیلئے اپنا/ہمارا بطور نمائندہ (پراکسی) مقرر کرتا ہوں/کرتے ہیں۔

بطور گواہ آج _____ بتاریخ _____ مارچ 2021 _____ کی موجودگی میں دستخط ہوئے۔

پانچ روپے کے رسیدی
ٹکٹ پر دستخط

اس دستخط کا کمپنی کے ساتھ رجسٹرڈ دستخط
کے نمونے سے مشابہت ہونا لازمی ہے

فولیو نمبر	سی ڈی سی اکاؤنٹ نمبر
	شہرت دار کی شناخت اکاؤنٹ نمبر

اہم نکات:

- 1- ہر لحاظ سے مکمل اور دستخط شدہ یہ فارم میٹنگ سے کم از کم 48 گھنٹے قبل کمپنی کے رجسٹرڈ آفس سیکنڈ فلور ٹرسٹ پلازہ ایل ایم کیوروڈ، ملتان میں موصول ہو جانا چاہیے
- 2- اگر کوئی ممبر ایک سے زائد پراکسی نامزد کرتا ہے اور ایک سے زیادہ انسٹرومنٹس آف پراکسی جمع کرنا ہے تو اس صورت میں تمام انسٹرومنٹ آف پراکسی کا عدم قرار دیئے جائیں گے۔
- 3- سی ڈی سی اکاؤنٹ رکھنے والے/کارپوریٹ ادارے مزید برآں درج ذیل شرائط کو پورا کریں گے۔
 - (i) پراکسی فارم کے ہمراہ مالکان کے شناختی کارڈ یا پاسپورٹ کی تصدیق شدہ نقول بھی دی جائیں۔
 - (ii) پراکسی کو اپنا اصل شناختی کارڈ یا پاسپورٹ میٹنگ کے وقت دکھانا ہوگا۔
 - (iii) کارپوریٹ ادارے کی صورت میں بورڈ آف ڈائریکٹرز کی قرارداد/پاور آف اٹارنی مع دستخط کے نمونے (اگر پہلے جمع نہ کرایا ہو) کمپنی میں پراکسی فارم کے ساتھ جمع کرانی ہوگی۔