



PUNJAB OIL MILLS LIMITED

An ISO 9001, 14001, FSSC 22000 & OHSAS 18001 Certified Company

Registered Office & Mills : 26-28, Industrial Triangle, Kahuta Road, Islamabad, Pakistan.
Phone: +92 51 449 0017-20
Fax: +92 51 449 0016
P.O Box: 1321, Rawalpindi
E-mail: info@punjaboilmills.com
Web: punjaboilmills.com

Ref: POML/ 2016-17

October 03, 2017

DGM Corporate Affairs
Pakistan Stock Exchange Limited.
Stock Exchange Building,
Stock Exchange Road,
Karachi.

Subject: NOTICE OF THE ANNUAL GENERAL MEETING FOR THE YEAR ENDED 30-06-2017.

Dear Sir,

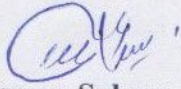
Enclosed please find herewith copy of the notice for the Annual General Meeting to be held on Thursday, October 26, 2017 for your necessary action and record.

This Notice will be released in the press on October 05, 2017.

Thanking You,

Yours faithfully,

for PUNJAB OIL MILLS LIMITED


Usman Saleem
(Company Secretary)

CANOLIVE OIL - ZAIQA BANASPATI - ZAIQA COOKING OIL - ZAIQA PAKWAN
ZAIQA SPECIALITY FATS - OLIVA OLIVE OILS - ELLA BANASPATI - ELLA COOKING OIL - RAJA SOAP



Lahore Office: P.O Box 1873, 120-A, E/I Gulberg III, Lahore, Pakistan

Phone: +92 42 3576 1585-6
Fax: +92 42 3571 0235 & 042 3575 4228
E-mail: sales.lahore@punjaboilmills.com - Grams: MAHAK LAHORE

Karachi Office: Suit # 606, 6th Floor, Anum Empire, Near Baloch Colony Bridge, Main Shahr-e-Faisal, Karachi, Pakistan.

Phone: +92 21 3430 6625
Fax: +92 21 3430 6629
E-mail: sales.karachi@punjaboilmills.com



PUNJAB OIL MILLS LIMITED

An ISO 9001, 14001, FSSC 220000 & OHSAS 18001 Certified Company

Registered Office & Mills : 26-28, Industrial Triangle, Kahuta Road, Islamabad, Pakistan.
Phone: +92 51 449 0017-20
Fax: +92 51 449 0016
P.O Box: 1321, Rawalpindi
E-mail: info@punjaboilmills.com
Web: punjaboilmills.com

NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the 36th Annual General Meeting of the shareholders of **PUNJAB OIL MILLS LIMITED** will be held on 26th October 2017 at 10:30 AM at Plot No. 26, 27, 28 Industrial Triangle, Kahuta Road, Islamabad to transact the following business:

ORDINARY BUSINESS

1. To confirm the minutes of the 35th Annual General Meeting of the company held on October 31st, 2016.
2. To receive, consider and adopt the audited financial statements of the company for the year ended June 30, 2017 together with the Directors' and Auditors' Reports thereon.
3. To approve Final Cash Dividend @ 40% i.e. Rs. 4.0 per Share. This is in addition to interim dividend already paid @ 60% [i.e. Rs. 6.0 per share] announced by the Board of Directors of the Company for the financial year 2016-2017.
4. To appoint External Auditors of the Company for the year ending June 30, 2018 as recommended by the Board of Directors and to fix their remuneration.

SPECIAL BUSINESS

Ordinary Resolutions

5. To consider to pass the following ordinary resolutions:
 - a) "RESOLVED that the transactions carried out in normal course of business with associated Companies during the year ended June 30, 2017 be and are hereby ratified and approved."
 - b) "RESOLVED that the Chief Executive of the Company be and is hereby authorized to approve all the transactions carried out and to be carried out in normal course of business with associated companies during the ensuing year ending June 30, 2018 and in this connection the Chief Executive be and is hereby also authorized to take any and all necessary actions and sign/execute any and all such documents/indentures as may be required in this regard on behalf of the Company."
6. To consider and approve the remuneration of Director of the Company.
7. To transact any other business with the permission of the Chair.

Lahore:
October 04, 2017

By order of the Board


(USMAN SALEEM)
Company Secretary

CANOLIVE OIL - ZAIQA BANASPATI - ZAIQA COOKING OIL - ZAIQA PAKWAN
ZAIQA SPECIALITY FATS - OLIVA OLIVE OILS - ELLA BANASPATI - ELLA COOKING OIL - RAJA SOAP



Lahore Office: P.O Box 1873, 120-A, E/I Gulberg III, Lahore, Pakistan

Phone: +92 42 3576 1585-6
Fax: +92 42 3571 0235 & 042 3575 4228
E-mail: sales.lahore@punjaboilmills.com - Grams: MAHAK LAHORE

Karachi Office: Suit # 606, 6th Floor, Anum Empire, Near Baloch Colony Bridge, Main Shahrah-e-Faisal, Karachi, Pakistan.

Phone: +92 21 3430 6625
Fax: +92 21 3430 6629
E-mail: sales.karachi@punjaboilmills.com



PUNJAB OIL MILLS LIMITED

An ISO 9001, 14001, FSSC 220000 & OHSAS 18001 Certified Company

Registered Office & Mills : 26-28, Industrial Triangle, Kahuta Road, Islamabad, Pakistan.
Phone: +92 51 449 0017-20
Fax: +92 51 449 0016
P.O Box: 1321, Rawalpindi
E-mail: info@punjaboilmills.com
Web: punjaboilmills.com

Notes:

1. The share transfer books of the Company will remain closed from 19th October 2017 to 26th October 2017 (both days inclusive).
2. A member entitled to attend and vote at this meeting may appoint another member as his/her proxy to attend and vote for him/her. An instrument of Proxy and the Power of Attorney or the other authority (if any) under which it is signed, or a Notary Public certified copy of such power of Attorney, in order to be valid must be received at the Registered Office of the Company 48 hours before the time of holding the meeting.
3. CDC shareholders desiring to attend the meeting are requested to bring their computerized original National Identity Card, Account and participant's ID numbers, for identification purpose and in case of proxy, to enclose an attested copy of his/her National Identity Card.
4. The corporate shareholders having CDC accounts are required to have their National Tax Number (NTN) updated with their respective participants, whereas corporate physical shareholders should send a copy of their NTN certificate to the Company or its Share Registrar. The shareholders while sending NTN or NTN certificates, as the case may be, must quote Company name and their respective folio numbers. The Board of Directors Resolution / Power of Attorney with specimen signature of the nominee shall also be produced (unless it has been provided earlier) at the time of the meeting.
5. Pursuant to the directive of the Securities & Exchange Commission of Pakistan (SECP), CNIC numbers of shareholders are mandatorily required to be mentioned on dividend warrants. Shareholders are therefore requested to submit a copy of their CNIC (if not already provided) to the Shares Registrar. In case of non-receipt of the copy of a valid CNIC, the company would be unable to comply with SRO 831(1)/2012 dated July 05, 2012 of SECP and therefore will be constrained under SECP order dated July 13, 2015 to withhold the dispatch of dividend warrants of such shareholders. The shareholders while sending CNIC must quote their respective folio number and name of the Company.
6. Under the provisions of Section 242 of the Companies Act, 2017, it is mandatory for a listed Company to pay cash dividend to its shareholders only through electronic mode directly into bank account designated by the entitled shareholders. In order to receive dividends directly into their bank account, shareholders are requested to fill in Electronic Credit Mandate Form available on Company's website and send it duly signed along with a copy of CNIC to the Registrar of the Company M/s. Corplink (Private) Limited, Wings Arcade 1-K, Commercial Model Town, Lahore, in case of physical shares.

In case shares are held in CDC then Electronic Credit Mandate Form must be submitted directly to shareholder's broker/participant/CDC account services.

7. The prescribed rates of withholding tax from the amount of dividend paid by the Company are as under:

For filers of income tax returns - 15.0%

For non-filers of income tax returns - 20.0%

CANOLIVE OIL - ZAIQA BANASPATI - ZAIQA COOKING OIL - ZAIQA PAKWAN
ZAIQA SPECIALITY FATS - OLIVA OLIVE OILS - ELLA BANASPATI - ELLA COOKING OIL - RAJA SOAP



Lahore Office: P.O Box 1873, 120-A, E/I Gulberg III, Lahore, Pakistan

Phone: +92 42 3576 1585-6
Fax: +92 42 3571 0235 & 042 3575 4228
E-mail: sales.lahore@punjaboilmills.com - Grams: MAHAK LAHORE

Karachi Office: Suit # 606, 6th Floor, Anum Empire, Near Baloch Colony Bridge, Main Shahrah-e-Faisal, Karachi, Pakistan.

Phone: +92 21 3430 6625
Fax: +92 21 3430 6629
E-mail: sales.karachi@punjaboilmills.com



PUNJAB OIL MILLS LIMITED

An ISO 9001, 14001, FSSC 220000 & OHSAS 18001 Certified Company

Registered Office & Mills : 26-28, Industrial Triangle, Kahuta Road, Islamabad, Pakistan.
Phone: +92 51 449 0017-20
Fax: +92 51 449 0016
P.O Box. 1321, Rawalpindi
E-mail: info@punjaboilmills.com
Web: punjaboilmills.com

To enable the Company to make tax deduction on the amount of cash dividend @ 15.0% instead of 20.0%, all the shareholders whose names are not entered into the Active Taxpayers' List (ATL) provided on the website of the FBR, despite the fact that they are filers, are advised to make sure that their names are entered into ATL before the date of payment of the cash dividend otherwise tax on their cash dividend will be deducted @ 20.0% instead of 15.0%.

8. The FBR has clarified that the shareholders' account jointly held by Filers and Non-filers shall be dealt with separately and in such particular situation, each account holder is to be treated individually as either a filer or a non-filer and tax will be deducted according to his shareholding. If the shares are not ascertainable then each account holder will be assumed to hold equal proportion of shares and the deduction will be made accordingly. Therefore, in order to avoid deduction of tax at a higher rate, the joint account holders are requested to provide the below details of their shareholding to the Share Registrar of the Company latest by the close of business on October 18th, 2017.

Folio/ CDS Account No.	Name of Shareholder	CNIC	Shareholding	Total Shares	Principal/joint Shareholder
---------------------------	------------------------	------	--------------	-----------------	--------------------------------

9. Members are requested to promptly notify Share Registrar of the Company, M/s. Corplink (Private) Limited, Wings Arcade 1-K, Commercial Model Town, Lahore; of any change in their addresses.
10. Pursuant to Notification vide S.R.O.787 (1)/2014 of September 08, 2014; SECP has directed to facilitate the members of the Company receiving Annual Financial Statements and Notices through Electronic mail system (e-mail). We are pleased to offer this facility to our members who desire to receive Annual Financial Statements and Notices of the Company through e-mail in future. In this respect members are hereby requested to convey their consent via e-mail on a standard request form which is available at the Company website i.e. www.punjaboilmills.com. Please ensure that your email has sufficient rights and space available to receive such e-mail which may be larger than 1 MB file in size. Further, it is the responsibility of the members to timely update the Share Registrar of any change in registered e-mail address.

Members can also avail video conference facility, in this regard, please fill the following and submit to registered address of the Company 10 days before holding of the Annual General Meeting. If the Company receives consent from members holding in aggregate 10% or more shareholding residing at a geographical location, to participate in the meeting through video conference at least 10 days prior to date of the meeting, the Company will arrange video conference facility in the city subject to availability of such facility in that city.

"I/We, _____ of _____, being a member of Punjab Oil Mills Limited, holder of _____ ordinary share(s) as per Registered Folio No. _____ hereby opt for video conference facility at _____."

CANOLIVE OIL - ZAIQA BANASPATI - ZAIQA COOKING OIL - ZAIQA PAKWAN
ZAIQA SPECIALITY FATS - OLIVA OLIVE OILS - ELLA BANASPATI - ELLA COOKING OIL - RAJA SOAP



Lahore Office: P.O Box 1873, 120-A, E/I Gulberg III, Lahore, Pakistan

Phone: +92 42 3576 1585-6
Fax: +92 42 3571 0235 & 042 3575 4228
E-mail: sales.lahore@punjaboilmills.com - Grams: MAHAK LAHORE

Karachi Office: Suit # 606, 6th Floor, Anum Empire, Near Baloch Colony Bridge, Main Shahrah-e-Faisal, Karachi, Pakistan.

Phone: +92 21 3430 6625
Fax: +92 21 3430 6629
E-mail: sales.karachi@punjaboilmills.com