

POSTAL BALLOT PAPER

PROCEDURE FOR ELECTRONIC VOTING FACILITY AND VOTING THROUGH POSTAL BALLOT ON SPECIAL BUSINESSES

This is in continuation of Annual General Meeting Notice published on Friday, December 08, 2023.

The Members are hereby notified that pursuant to the Companies (Postal Ballot) Regulations, 2018 ("the Regulations") amended through Notification dated December 05, 2022, issued by the Securities and Exchange Commission of Pakistan wherein, SECP has directed all the listed companies to provide the right to vote through electronic voting facility and voting by post to the Members on all businesses classified as special business.

Accordingly, Members of Sui Southern Gas Company Limited (the "Company") will be allowed to exercise their rights to vote through electronic voting facility and voting by post for the special businesses in its forthcoming Annual General Meeting to be held on Friday, December 29, 2023 at 11.00 a.m., in accordance with the requirements and subject to the conditions contained in the aforesaid Regulations.

For the convenience of the Members, ballot paper is annexed to this notice and the same is also available on the Company's website at www.ssgc.com.pk for download.

In accordance with Regulation 11 of the Companies (Postal Ballot) Regulations, 2018, the Board of Directors has appointed M/s. Yousuf Adil, Chartered Accountants, to undertake responsibilities as the Scrutinizer for special businesses to be transacted at the Annual General Meeting.

PROCEDURE FOR E-VOTING:

- Details of the e-voting facility will be shared through an e-mail with those Members of the Company who have their valid CNIC numbers, cell numbers, and e-mail addresses available in the register of Members of the Company by the close of business on Thursday, December 21, 2023.
- The web address, login details, and password, will be communicated to Members via email. The security codes will be communicated to Members through SMS from the web portal of CDC Share Registrar Services Limited (being the e-voting service provider).
- Identity of the Members intending to cast vote through e-voting shall be authenticated through electronic signature or authentication for login.
- E-Voting lines will start from Monday, December 25, 2023, 09:00 a.m. and shall close on Thursday, December 28, 2023 at 5:00 p.m. Members can cast their votes any time during this period. Once the vote on a resolution is cast by a Member, he / she shall not be allowed to change it subsequently.

PROCEDURE FOR SUBMISSION OF BALLOT PAPER:

The members shall ensure that duly filled and signed ballot paper along with copy of CNIC, in case of individual and in case of body corporate, acceptable identification documents should reach the Chairman of the meeting through post at SSGC House, Sir Shah Suleman Road, Gulshan-e-Iqbal, Karachi or by email at AGM2022@ssgc.com.pk, one (01) day before the day of voting i.e. December 28, 2023 till 5:00 p.m.

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For voting through post for the Special Businesses at the Annual General Meeting to be held on December 29, 2023 at 11:00 a.m at Arena, Jade Hall, Karsaz Service Road, Karachi.

Folio / CDS Account Number	
Name of Shareholder / Proxy Holder	
Registered Address	
Number of Shares Held	
CNIC/Passport No. (in case of foreigner) (copy to be attached)	
Additional information and enclosures (in case of representative of body Corporate, Corporation, and Federal Government)	
Name of Authorized Signatory	
CNIC/Passport No. (in case of foreigner) of Authorized Signatory (copy to be attached)	

Special Resolution

Agenda No. 4

To consider and, if deemed fit, to pass with or without any modification the following resolutions as ordinary resolutions, to obtain consent from the members for the transmission / dispatching of annual audited accounts through QR enabled code and web-link, as allowed under S.R.O 389 (I)/ 2023, dated March 21, 2023 issued by the Securities and Exchange Commission of Pakistan (SECP):

"RESOLVED THAT Notice of General Meeting shall be dispatched to Members as per requirements of the Act, at their registered address, containing the QR enabled code and the web-link address to view and download the annual audited accounts together with the reports and documents required to be annexed thereto under the Act and notified by the SECP vide its S.R.O. 389 (I) 2023 dated March 21, 2023 be and is hereby approved."

"FURTHER RESOLVED THAT the Company shall be considered compliant with the relevant requirements of Section 223(6) of the Companies Act, 2017 by sending the audited financial statements through e-mail and/ or sending a notice of meeting containing a QR code and the Web-link address. In case hardcopy of the audited financial statements and / or Notice of AGM of the Company is desired, a specific request for the same will be made."

"FURTHER RESOLVED THAT The Company Secretary be and is hereby singly authorized to take and do all necessary actions, deeds and things which are or may be necessary, incidental and / or consequential to give effect to the aforesaid resolution."

Agenda No. 5

To consider and approve the Initial Public Offer (IPO) of shares of SSGC LPG Limited (to be converted), and pass, with or without modification(s), the following resolutions as a Special Resolutions:

"RESOLVED THAT initiation of issuance of subsidiary of SSGCL namely: SSGC LPG Limited (to be converted) through Initial Public Offer (IPO) in future be and is hereby approved."

"FURTHER RESOLVED THAT the issuance of 33,333,333 Ordinary Shares through IPO upon such terms and conditions as deemed appropriate by the SSGC LPG Limited (to be converted), be and is hereby approved."

"FURTHER RESOLVED THAT undertaking of all requisite steps for the listing of SSGC LPG Limited (to be converted) at Pakistan Stock Exchange Limited (PSX) anytime in future be and is hereby approved, subject to compliances under the provisions of the Companies Act, 2017, Rules and Regulations thereunder and the Listing Regulations of the PSX".

"FURTHER RESOLVED THAT the Company Secretary / Deputy Managing Director (DMD-F&A) / CFO singly and / or jointly be and are hereby authorized to do all acts and deeds and take all such steps under the law as may be necessary, proper or expedient to give effect to these resolutions."

Instructions For Poll

- Please indicate your vote by ticking (✓) the relevant box.
 - In case if both the boxes are marked as (✓), your Ballot Paper shall be treated as "Rejected".
- I/We hereby exercise my/our vote in respect of the above resolutions through ballot by conveying my/our assent or dissent to the resolutions by placing tick (✓) mark in the appropriate box below;

Resolutions	I/We assent to the Resolutions (FOR)	I/We dissent to the Resolutions (AGAINST)
Resolutions For Agenda Item No. 4		
Resolutions For Agenda Item No. 5		

NOTES:

- Duly filled ballot paper should be sent to the Chairman at (SSGC House, Sir Shah Suleman Road, Gulshan-e-Iqbal, Karachi) or email at AGM2022@ssgc.com.pk
- Copy of CNIC/ Passport (in case of foreigner) should be enclosed with the postal ballot form.
- Ballot paper should reach the Chairman within business hours by or before December 28, 2023. Any postal ballot received after this date, will not be considered for voting.
- Signature on ballot paper should match with signature on CNIC/ Passport (In case of foreigner).
- Incomplete, unsigned, incorrect, defaced, torn, mutilated, over written poll paper will be rejected.
- In case of a representative of a body Corporate, Corporation or Federal Government, the Ballot Paper must be accompanied by a copy of the CNIC of an authorized person, an attested copy of Board Resolution / Power of Attorney / Authorization Letter etc., in accordance with Section(s) 138 or 139 of the Companies Act, 2017 as applicable.
- Ballot Paper has also been placed on the website of the Company at www.ssgc.com.pk Members may download the ballot paper from the website or use an original/photocopy published in newspapers.

Shareholder / Proxy Holder Signature / Authorized Signatory

Dated: _____



**Sui Southern Gas
Company Limited**