



SECURITIES & EXCHANGE COMMISSION OF PAKISTAN
Corporate Supervision Department
Company Law Division

No. EMD/Website-Reg/7/2011

December 10, 2015

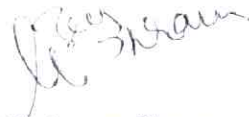
CIRCULAR 43 OF 2015

In pursuance of earlier notification of Securities and Exchange Commission of Pakistan ("the Commission"), S.R.O 634 (I)/ 2014, all public listed companies and public unlisted companies were directed to maintain a functional website with effect from August 31, 2014. Guidelines for maintenance of website were issued in December 02, 2014 in order to facilitate the companies in understanding and implementing mandatory requirements in context of the aforesaid notification.

Further, the Commission vide its notification, S.R.O 684 (I)/ 2015 dated July 15, 2015 required all public listed companies and public unlisted companies to display the weblink and logo of Commission's investor education portal 'Jamapunji' at prominent place on the home page.

Therefore, in continuation of the aforesaid directions of the Commission, all public listed companies and public unlisted companies are directed to display all relevant information on their website by following the sequential order of information under appropriate heads as provided in the aforesaid notification. Furthermore, under the head "investor relations", companies are required to display name and contact address of personnel designated by the company to handle investor grievances. The link to Commission's online complaint form is required to be displayed separately from Companies' own complaint management system.

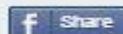
In order to facilitate companies in presenting information in the appropriate manner, the snapshot of sample website is placed at the Commission's website.


Ali Azeem Ikram
Executive Director,
Corporate Supervision Department

Distribution:

1. Chairman of Stock Exchanges, Karachi/ Lahore/ Islamabad
2. Institute of Chartered Accountants of Pakistan
3. Institute of Cost and Management Accountants of Pakistan
4. All companies

ABC company

[More info](#)[More info](#)[More info](#)[Network Access](#)[Learn more](#)

بیرمابه کاری و سرمایہ کاری سگا سگا

SECP investor education portal
Jamapunji can be accessed here
<http://www.jamapunji.pk>

[Home](#)[Profile of the Company](#)[Governance](#)[Investor Relations](#)[Media](#)[Election of Directors](#)[Investor Information](#)

ABC Company

Vision

Mission

Status of the Company

Company Registration Number and National Tax number

Address of Registered Office, Head Office, all Other Branch Offices

Phone Numbers (fax if available) of Head Office, Registered Office and Branch offices

Email Address

Detail of Associated Companies and their Website Links

[Home](#)[Profile of the Company](#)[Governance](#)[Investor Relations](#)[Media](#)[Election of Directors](#)[Investor Information](#)

Profile of Board of Directors

Shareholding Pattern

Name of Auditor of the Company

Name of Legal Advisor

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- Investor Complaints (company specific issues):
Online form/ Contact Details of person designated for assisting and handling investor grievances
- Website link of SECP's Investor Complaint Section:
<http://www.secp.gov.pk/ComplaintForm1.asp>
- Corporate Social Responsibility Reports (if any)
- Notices of General Meetings, Dividend /Bonus Declarations and Right Issue
- Site Map
- Search Facility

[Home](#)[Profile of the Company](#)[Governance](#)[Investor Relations](#)[Media](#)[More](#)



- National /International Awards, recognition, if any
- Membership of industry associations and trade bodies, if any
- Any other announcements or clarifications issued by the company
- Compliance Certificate
- Last Date on which website was updated



- Notice of Election of Directors:
- Following information with respect to election of Directors shall be available as per the time line given below:
 - Proxies, in number and value, deposited by each candidate as and when submitted
 - Detailed profile of candidates contesting the elections alongwith their office address shall be available on website seven days prior to the date of election till the date of election
- 21 Days Prior to the Date of Election till the Date of Election:
 - Proxy forms to be placed on website
 - List of shareholders and their addresses accessible by candidate intending to contest elections (protected by password issued by Company or personalized login mechanism)



Investor Information

- i) Symbol of the company assigned by respective Stock Exchange and website links of stock exchanges where the company is listed
- ii) Annual reports for the current financial year as well as the previous two years
- iii) Financial highlights for previous five years
- iv) Interim accounts i.e. latest available accounts as well as for the last three quarters
- v) As per the latest available yearly financial statements: Earning per share, P/E ratio and breakup value
- vi) Name and address of share registrar
- vii) Free Float of the shares of Company
- viii) Rating of Company and instrument

ABC Company

Stalks of Wheat

More info

More info

More info



**Jama
Punji**

سرمایہ کاروں کی سہولت دہندہ ادارہ

ایس ای سی سی کے انوسٹر ایجوکیشن پورٹل
جمع یونجی کی ویب لنک

<http://www.jamapunji.pk>

f Share

Learn more



کمپنی کا نام

وژن، مشن اور جائز کاروباری سرگرمیاں

کمپنی کی نوعیت

کمپنی کا رجسٹریشن نمبر اور قومی ٹیکس نمبر

کمپنی کے تمام دفاتر اور شاخوں کے پتے

کمپنی کے تمام دفاتر اور شاخوں کے فون اور فیکس نمبرز

کمپنی کا ای میل ایڈریس



بورڈ آف ڈائریکٹرز کا تعارف

کمپنی کے محاسب (آڈیٹر) کا نام



سرمایہ کاروں کی سہولت اور شکایات کا ازالہ کرنے کے لئے کمپنی کی طرف سے نامزد شخص کا نام اور رابطے کا پتہ (ای میل)

ایس ای سی پی کے آن لائن شکایت فارم کا لنک

<http://www.secp.gov.pk/ComplaintForm1.asp>

کمپنی کی عام اجلاس، حصانے رائٹ ایشو اور بونس کے اطلاع نام



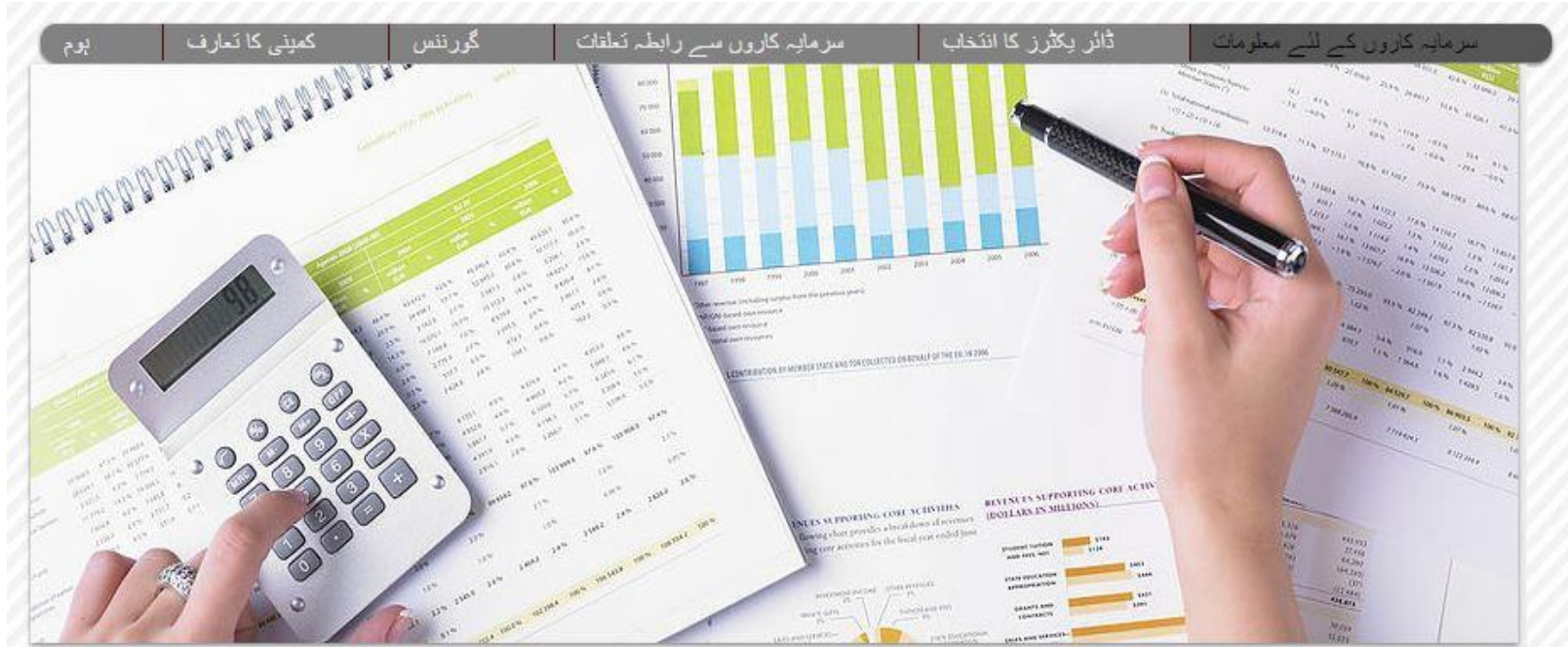
ڈائر یکٹرز کے انتخاب کا اطلاع نامہ

ڈائریکٹرز کے انتخاب کے سلسلے میں مندرجہ ذیل معلومات کا ان کے مقررہ اوقات پر فراہم کرنا یقینی بنایا جائے:

انتخاب لڑنے والے پر امیدوار کا تفصیلی تعارف اور دفتر کا پتہ، الیکشن کی تاریخ سے سات دن قبل ویب سائٹ پر دستیاب ہوگا

الیکشن کی تاریخ سے ۲۱ دن پہلے:

ویب سائٹ پر ہر کسی فارم موجود ہوں گے



سرمایہ کاروں کے لئے معلومات

مندرجہ ذیل معلومات کا ویب سائٹ پر موجودگی:

حالیہ اور پچھلے دو سالوں کے سالانہ مالیاتی گوشوارے
پانچ سالہ مالیاتی کارکردگی کا خلاصہ

حالیہ اور پچھلے تین سہ ماہی ششماہی عبوری مالیاتی حسابات

شیئر رجسٹرار کا نام اور پتہ