



No. PCA/AGM /2023

November 14, 2023

ALL MEMBERS,

Subject: **NOTICE FOR HOLDING 2nd ANNUAL GENERAL MEETING**

Dear Sir/Madam,

The 2nd Annual General Meeting of the Pakistan Coating Association, in the light of the Director General Trade Organization Rule#18 of Trade-Organizations-Rules-II-2013, will be held on **Thursday, the 30th November, 2023 at 3:00 P.M. in the PCA Secretariat Lahore** to transact the following business:

1. To confirm the Minutes of 1st AGM held on **June 23, 2021**(copies of the Minutes have already been circulated among the Members vide letter No.-PCA/AGM/2023 dated November 15, 2023).
2. A Report on PCA Achievements and Proceedings from October 2022 to-date.
3. To receive the Annual Report and the Audited Statement of the accounts of the Association.
4. To elect an Auditor for the year 2023-24.
5. Announcement of Adhoc Body of Office Bearers & Executive Committee to look after the Association affairs for the year 2023 – 24 (In the light of DGTO Rules and Court Orders)
6. To transact such other relevant business of which communication has been made in writing by a member by 23 November, 2023 during working hours.

Members are requested to attend the Annual General Meeting and observe punctuality.

Thanking you.

Yours faithfully,

(Col Liaqat Ali Qamar)
Secretary General PCA