

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

The members are hereby notified that pursuant to Companies (Postal Ballot) Regulations, 2018 (“the Regulations”) amended through Notification dated December 05, 2022, issued by the Securities and Exchange Commission of Pakistan (“SECP”), members of Saif Power Limited (“the Company”) will be allowed to exercise their right to vote through electronic voting facility or voting by post for the special business in its forthcoming Extraordinary General Meeting (EOGM) to be held on September 26, 2025 at 11:30 a.m., in accordance with the requirements and subject to the conditions contained in the aforesaid Regulations.

Islamabad
September 17, 2025

Waseemullah
Company Secretary

1. Procedure for E-Voting

- a. Detail of e-Voting facility will be shared through the web portal of M/s THK Associates (Pvt) Limited of the Company (being the e-voting service provider) e-mail with those members of the Company who have valid cell numbers i e-mail addresses (Registered e-mail ID) available in the Register of Members of the Company by the close of business on September 19, 2025.
- b. The web address and login details will be communicated to members via email. The security codes will be communicated to members through SMS from web portal of M/s THK Associates (Pvt) Limited (being the e-voting service provider).
- c. Identity of the Members intending to cast vote through e-voting shall be authenticated through electronic signature or authentication for login.
- d. Members shall cast vote for agenda item No.2 , from September 22, 2025 till September 25, 2025 5:00 p.m. A vote once cast by a Member, shall not be allowed to be changed.

2. Procedure for voting through Postal Ballot

- a. Members may alternatively opt for voting through postal ballot. For convenience of the members, Ballot Paper is also available on the Company's website www.saifpower.com to download.
- b. The members must ensure that the duly filled and signed ballot paper, along with a copy of Computerized National Identity Card (CNIC) should reach the Chairman of the meeting through post at the Company's registered address, 1st Floor, Kashmir Commercial Complex, Fazal-e-Haq Road, Blue Area, Islamabad or via email at Corporate.cp@saifgroup.com one day before EOGM i.e., on September 25, 2025 before 5:00 p.m. A postal ballot received after stipulated time shall not be considered for voting. The signature on the Ballot Paper shall match with signature on the CNIC/ Passport (in case of foreigner). In case of a representative of a body corporate, the Ballot Paper Form 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.

Scrutinizer: In accordance with the Regulation 11 of the Regulations, the Board of the Company has appointed M/s KPMG Taseer Hadi & Co, a QCR rated audit firm, and statutory auditors of the Company, to act as the Scrutinizer of the Company for the special business to be transacted in the meeting and to undertake other responsibilities as defined in Regulation 11A of the Regulations.



SAIF POWER LIMITED

1st Floor, Kashmir Commercial Complex, Fazal-ul-Haq Road, Block E, Blue Area, Islamabad

BALLOT PAPER FOR VOTING THROUGH POST

For the Special Business at the Extraordinary General Meeting to be held on Friday, September 26, 2025 at 11:30 a.m. at Kehkshan Hall 2 ground floor at the Islamabad Hotel, G-6 Civic Centre, Melody Chowk, Islamabad. Designated email address of the Chairman at which the duly filled in ballot paper may be sent at Corporate.cp@saifgroup.com Website address <https://www.saifpower.com>

Name of shareholder/joint shareholder(s):	
Registered Address:	
Folio /CDC Participant / Investor ID with sub-account No.	
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)	

I/we hereby exercise my/our vote in respect of the following resolutions through postal ballot by giving my/our assent or dissent to the following resolution by placing tick (✓) mark in the appropriate box below:

Special Resolutions for agenda item no. 2

“RESOLVED THAT the consent and approval be and is hereby accorded under Section 199 and all other applicable provisions of the Companies Act, 2017 (the Act), together with the Companies (Investment in Associated Companies or Associated Undertakings) Regulations, 2017, to Saif Power Limited (“the Company”) to amend the existing long-term loan agreement dated September 11, 2023 with Saif Textile Mills Limited, an associated company, to:

- revise the frequency of mark-up payments from quarterly to annual, effective October 1, 2025, at the mark-up rate specified in the Statement of Material Facts annexed hereto pursuant to Section 134(3); and
- extend the grace period for repayment of principal installments by an additional one and a half (1.5) years, while retaining the final maturity date of September 27, 2032.”

“**FURTHER RESOLVED THAT** pursuant to Section 199 and other applicable provisions of the Companies Act, 2017, and the Companies (Investment in Associated Companies or Associated Undertakings) Regulations, 2017, approval be and is hereby accorded to Saif Power Limited (“the Company”) to enhance the existing unsecured long-term loan to Saif Textile Mills Limited, an associated company, by PKR 400 million (Rupees Four Hundred Million only), disbursable in single or multiple tranches, with a grace period of one and a half (1.5) years from the date of first disbursement, while retaining the same final maturity date of September 27, 2032 and on annual mark-up terms specified in the Statement of Material Facts annexed hereto pursuant to Section 134(3) of the Act.”

“RESOLVED FURTHER THAT the Chief Executive Officer of the Company or any director of the Company be and is hereby singly authorized to take and /or all actions to implement and give effect to the above resolutions and complete any or all necessary required corporate and legal formalities including signing and execution of amended long term agreement or documents for the purpose of the implementation of above resolutions.”

Statement under section 134(3) of the Companies Act, 2017 relating to above special businesses annexed with the notice.

Number of Agenda item	I/We assent to the Resolutions - (FOR)	I/We dissent to the Resolutions - (AGAINST)
Agenda item no 2		

NOTES:

1. Dully filled postal ballot should be sent to the Chairman of Saif Power Limited at 1st Floor, Kashmir Commercial Complex, Fazal-e-Haq Road, Blue Area, Islamabad or through email at Corporate.cp@saifgroup.com
2. Postal ballot form should reach the Chairman within business hours on or before September 25, 2025 by 5:00 p.m. Any postal ballot paper received after the stipulated date and time, will not be considered for voting.
3. Copy of CNIC/ Passport No. (in case of foreigner) should be enclosed with the postal ballot form.
4. Incomplete, unsigned, incorrect, defaced, torn, mutilated, over written ballot paper will be rejected.
5. This postal ballot paper is also available for download from the website of Saif Power Limited at <https://www.saifpower.com>.
6. Shareholders may download the ballot paper from website or use the same ballot paper published in newspapers.

Signature of shareholder(s)/ Proxy Holder(s)/Authorized Signatory
(In case of corporate entity, please affix company stamp)

Place:
Date: