



Securities and Exchange Commission of Pakistan
Company Law Division
(Corporatization & Compliance Department)

No.CLD/CCD/602/29/2007/1149

November 10, 2017

President,
PAKISTAN HOSIERY MANUFACTURERS &
EXPORTERS ASSOCIATION, PHMA HOUSE, 37-H,
BLOCK 6, P.E.C.H.S. KARACHI



Subject: Filing of Annual Returns and Accounts by the Companies

Dear Sir,

Securities and Exchange Commission of Pakistan (SECP) has always facilitated the corporate sector in making compliance with the regulatory regime, mostly through the auspicious platform of your Chamber.

2. In this connection it is informed that the deadlines for holding of Annual General Meetings (AGMs) and filing of annual returns and accounts require to be filed under the provisions of Companies Act, 2017 and Rules made thereunder, by most of the companies with the registrar concerned and the Commission are now due, which *inter alia*, includes the following:

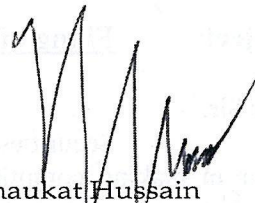
- Companies are required to hold the AGM within 120 days from the close of their annual accounts. Last date for holding AGM for companies which closed their annual accounts on June 30, 2017 is on or before October 28, 2017
- Particulars of Directors and officers including Chief Executive and Auditors are reported through Form 29 within 15 days of any change/election/appointment made in AGMs, e.g; the last date of filing of said return by companies which held their AGM on October 28, 2017 will fall on November 12, 2017.
- Annual return is required to be filed by companies on Form A /B within 30 days of holding their AGMs i.e on or before November 27, 2017.
- Annual Audited Accounts are also required to be filed within 30 days of holding AGMs of listed companies and 15 days for any other company therefore the last date for companies which held their AGM on October 28, 2017 will fall on November 27, 2017 for listed companies and November 12, 2017 for any other company. Similarly un-audited financial statements duly authenticated are required to be filed within 30 days i.e; on or before November 27, 2017

3. It would not be out of place to mention that the companies may also file their returns and accounts by using **eServices**, being hassle free and easy mode of submission. Fees for online mode are quite lower as compared to physical / manual submission, to encourage online filing. For further guidance, SECP's service desk may be contacted at 051-111-117-327.

4. Your chamber has always remained quite helpful by extending its full co-operation towards the initiatives of the SECP. It would be appreciated that the Chamber advises its corporate members to make compliance with the aforementioned statutory requirements, within the due deadlines. It is also requested to encourage companies to use eServices for online filing, due to the benefits it offer.

5. In order to create awareness among your corporate members, it is also requested to publish attach notice in your magazine / newsletter. In addition, this notice may also be placed on your notice board disseminating the above information, to encourage compliance by companies within your region.

6. An early action in this regard shall highly be appreciated. It is also requested to send a confirmation after taking the required actions. SECP is thankful to the Chamber for its continuous co-operation and looks forward to your support in future as well.


Shaukat Hussain
Registrar of Companies

