



Gatron (Industries) Limited

Registered office: Room No. 32, 1st Floor, Ahmed Complex, Jinnah Road, Quetta, Balochistan - Pakistan.

Telephone: 0092-81-2849396, Fax: 0092-81-2825304

Liaison office: 11th Floor, G & T Tower, #18 Beaumont Road, Civil Lines-10, Karachi-75530, Pakistan.

Telephone: 0092-21-35659500-6, Fax: 0092-21-35659516, Email: headoffice@gatron.com, www.gatron.com

To all the Shareholders,

NOTICE OF BOOK CLOSURE INTERIM CASH DIVIDEND

We are pleased to inform all the shareholders of the Company that the Interim Cash Dividend of Rs. 12.50 per share i.e., 125% has been declared by the Board of Directors of Gatron (Industries) Limited at its meeting held on January 15, 2020.

The Share Transfer Books of the Company will remain closed for entitlement of this interim cash dividend from February 04, 2020 to February 11, 2020 (both days inclusive). The dividend will be paid to the shareholders of the company whose names appear in the Register of Members at the close of business on February 03, 2020.

Pursuant to Section 242 of the Companies Act, 2017, listed companies are required to pay cash dividend directly into the bank accounts of their shareholders electronically instead of paying dividend through physical dividend warrants. Therefore, it has become mandatory for all our valued shareholders to provide their International Bank Account Numbers (IBAN) and other relevant details of bank account to facilitate the payment of cash dividend through electronic mode. In case of non-compliance of the aforesaid requirement, such dividend could be withheld according to directives of Securities and Exchange Commission of Pakistan.

For the convenience of shareholders E-Dividend Mandate Form is attached and available on the Company's website <http://www.gatron.com>.

By Order of the Board

Muhammad Yasin Bilwani
Company Secretary

Karachi: January 15, 2020

Factory: Plot No. 441/49, M-2, Sector "M", H.I.T.E., Hub Chowki, Lasbela Dist., Balochistan - Pakistan.

Telephone: 0853-364324-25, Fax: 0853-363241, Email: gatfac@gatron.com



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NOTES FOR MEMBERS

Submission of Computerized National Identity Cards (SNIC) / (CNIC) or (NICOP)

Submission of copy of SNIC / CNIC or NICOP by the shareholder to the company is mandatory requirement for payment of dividend. Shareholders are therefore, requested to submit copies of their SNIC / CNIC or NICOP to the Company's Shares Registrar M/s. C&K Management Associates (Pvt) Limited at Room No. 404, 4th Floor, Trade Tower, Near Metropole Hotel, Abdullah Haroon Road, Karachi. In case of non-receipt of valid SNIC / CNIC or NICOP, the Company will be constrained to withhold the payment of dividend of such shareholders. The shareholders while sending SNIC / CNIC or NICOP must quote their respective folio number and name of the company (in case of corporate shareholders).

Payment of Cash Dividend Electronically

As per provision of Section 242 of the Companies Act, 2017 any dividend payable in cash shall only be paid through electronic mode directly in to the bank account designated by the entitled shareholders. The shareholders who have not yet provided relevant information are requested to provide their folio number, name and detail of bank account consisting of bank name, branch name, branch code, account number, title of account and International Bank Account Number (IBAN) (24 digit) in which they desire their dividend to be credited, failing which the company will be unable to pay the dividend through any other mode. Standard request form is attached and has also been placed on website of the company. Such information is to be sent to the Shares Registrar at the earliest possible.

Counterfoil Information of Cash Dividend

As per the Companies (Distribution of Dividend) Regulations, 2017 issued by Securities and Exchange Commission of Pakistan vide SRO No.1145(I)/2017 dated November 6, 2017, all the listed companies announcing cash dividend are required to provide a certificate to their shareholders through the Central Depository Company of Pakistan (CDC), specifying the calculation of dividend amount including the number of shares held, total amount of cash dividend, income tax and zakat deductions and the net amount credited into the designated bank account of the shareholders. Shareholders (either holding shares in electronic or physical form) can by logging in CDC's e-Services portal i.e., <https://eipo.cdcaccess.com.pk/public/index.xhtml> retrieve such information.

Placement of Quarterly Accounts on Company's Website

Financial Statement for the Half Yearly ended December 31, 2019 of the company will be placed on the company's website in due course of time.

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Withholding Tax on Dividend

Pursuant to the provisions of Income Tax Ordinance, 2001, different rates are prescribed for deduction of withholding tax on the amount of dividend paid by the companies.

The 'Filer' is defined as a taxpayer whose name appears in the Active Tax-payers List (ATL) issued by Federal Board of Revenue (FBR) from time to time.

To enable the Company to withhold tax @ 15% for filers, all the shareholders are advised to ensure that their names appear in the latest available ATL on FBR website, otherwise tax on their cash dividend will be deducted @ 30% as applicable for non-filers.

In case of joint shareholder, each shareholder is to be treated individually as either a filer or non-filer and tax will be deducted on the basis of shareholding of each shareholder as may be notified by the shareholders, in writing as follows, to our Shares Registrar, or if no such notification is received each shareholder shall be assumed to have an equal number of shares:

Folio/CDS Account Number	Total Shares	Principal Shareholder		Joint Shareholder(s)	
		Name and CNIC Number	Shareholding Proportion (No. Of Shares)	Name and CNIC Number	Shareholding Proportion (No. Of Shares)

The required information must reach the Shares Registrar of the Company M/s. C&K Management Associates (Private) Limited, Room No.404, 4th Floor, Trade Tower, Abdullah Haroon Road, Near Metropole Hotel, Karachi-75530 Pakistan (Telephone No.021-35687839 and 35685930) by the close of business on February 03, 2020 otherwise it will be assumed that the shares are equally held by Principal shareholder and Joint shareholder(s).

As per FBR's clarification, the valid exemption certificate under section 159 of the Ordinance is mandatory to claim exemption of withholding tax under Clause 47B of Part IV of 2nd Schedule of the Income Tax Ordinance, 2001. Those who fall in the category mentioned in the aforesaid clause must provide valid tax exemption certificate before close of business on February 03, 2020 to our Shares Registrar, otherwise tax will be deducted on dividend amount as per rates prescribed in Section 150 of the Income Tax Ordinance, 2001.

The corporate shareholders having CDC accounts are required to have their NTN updated with their respective participants, whereas corporate physical shareholders are requested to send copy of their NTN certificate to the Company's Shares Registrar.

Above form is also available on the Company's website: www.gatron.com.

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E-DIVIDEND MANDATE FORM

Date: _____

The Manager
C&K Management Associates (Pvt) Limited
Shares Registrar of
Gatron (Industries) Limited
Room No. 404, 4th Floor, Trade Tower, Abdullah Haroon Road,
Near Metropole Hotel, Karachi-75530.

Subject: Bank account details for payment of Dividend through electronic mode

Dear Sir,

I/We/Messrs., _____,
being a member of Gatron (Industries) Limited [the "Company"], hereby authorize the Company, to directly credit cash dividends declared by the Company in my bank account as detailed below:

(i) Shareholder's details:	
Name of the Shareholder:	
Folio No.:	
CDC Participant ID & Sub-Account No. /CDC IAS:	
CNIC/NICOP/Passport/NTN No. (please attach copy):	
Contact Number (Landline & Cell Nos.):	
Shareholder's Address:	
(ii) Shareholder's Bank account details:	
Title of Bank Account:	
International Bank Account Number (IBAN) (See Note 1 below):	
Bank's Name:	
Branch Name & Code No.:	
Branch Address:	

It is stated that the above particulars given by me are correct and I shall keep the Company, informed in case of any changes in the said particulars in future.

Yours truly,

Signature of the Shareholder
(Please affix company stamp in case of corporate entity)

Notes:

1. Please provide complete IBAN, after verification from your concerned bank to enable the company to electronic credit into your bank account.
2. The payment of cash dividend will be processed on the basis of the IBAN number alone.
3. The company is entitled to rely on the IBAN number as per your instructions. The company shall not be responsible for any loss, damage, liability or claim arising, directly or indirectly, from any error, delay, or failure in performance of any of its obligations here under which is caused by incorrect payment instructions and / or due to any event beyond the control of the company.
4. CDC members are requested to submit with Participant/CDC Investor Account Services for incorporation of bank account.

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