

RICO RICO AUTO INDUSTRIES LIMITED

REGD. & CORP. OFFICE : 38 KM STONE, DELHI-JAIPUR HIGHWAY, GURUGRAM - 122001, HARYANA (INDIA)
EMAIL : rico@ricoauto.in WEBSITE : www.ricoauto.in TEL. : +91 124 2824000 FAX : +91 124 2824200
CIN : L34300HR1983PLC023187

RAIL:SEC:2021

September 09, 2021

BSE Limited Phiroze Jeejeebhoy Towers Dalal Street Mumbai - 400001 Scrip Code - 520008	National Stock Exchange of India Limited Exchange Plaza, 5 th Floor, Plot No.C/1, G Block Bandra-Kurla Complex Bandra (E) Mumbai - 400 051 Scrip Code - RICOAUTO
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Sub : **Published Copy of Notice of AGM, Book Closure and E-voting**

Dear Sir/Madam,

Please find enclosed herewith the published copy of Notice of AGM, Book Closure and E-voting, in the following Newspapers:

- | | | | |
|------|--|---|------------|
| i) | Business Standard (English Newspaper), New Delhi | - | 09/09/2021 |
| ii) | Business Standard (English Newspaper), Mumbai | - | 09/09/2021 |
| iii) | Business Standard (English Newspaper), Pune | - | 09/09/2021 |
| iv) | Business Standard (English Newspaper), Lucknow | - | 09/09/2021 |
| v) | Veer Arjun (Hindi Newspaper), New Delhi | - | 09/09/2021 |

Thanking you,

Yours faithfully,
for Rico Auto Industries Limited


B.M. Jhamb
Company Secretary
FCS : 2446

Encl : As above

RIKO AUTO INDUSTRIES LIMITED

Regd. & Corp. Office: 38 KM Stone, Delhi-Jaipur Highway, Gurugram - 122 001, Haryana
Tel: 0124 2824000, Fax: 0124 2824200, Email: cs@ricoauto.in
Website: www.ricoauto.in, CIN: L34300HR1983PLC023187

NOTICE OF AGM, BOOK CLOSURE AND E-VOTING

Notice is hereby given that the 38th Annual General Meeting (AGM) of the Company will be held on Thursday, the 30th day of September, 2021 at 12.00 Noon through Video Conferencing (VC)/Other Audio Visual Means (OAVM) in compliance with General Circular No. 02/2021 dated 13th January, 2021 read with General Circular Nos. 14/2020 dated 6th April, 2020, 17/2020 dated 13th April, 2020 and 20/2020 dated 5th May, 2020 issued by Ministry of Corporate Affairs and SEBI Circulars dated 12th May, 2020 and 15th January, 2021 to transact the Ordinary and Special business as set out in the Notice.

In compliance with the above circulars, electronic copies of the 38th AGM Notice along with Annual Report including the Audited Financial Statements for the financial year 2020-21, have been sent to all the Members whose e-mail ids are registered with the Company/Registrar & Share Transfer Agent/Depository Participants. The copy of the Notice of 38th AGM and the Annual Report for the financial year 2020-21 is also available on the Company's website at <https://www.ricoauto.in/investor-relation.html> and on the websites of the Stock Exchanges at www.bseindia.com and www.nseindia.com and also on the website of NSDL at www.evoting.nsdl.com. Members will be able to participate in the AGM through VC/OAVM mode only and shall be reckoned for the purpose of quorum under section 103 of the Companies Act, 2013.

Book Closure and Dividend

Notice is also hereby given that the Register of Members and the Share Transfer Books of the Company will remain closed from Friday, the 24th day of September, 2021 to Thursday, the 30th day of September, 2021 (both days inclusive) for the purpose of AGM and to ascertain the entitlement of Members for the payment of Dividend (20%) for the financial year ended 31st March, 2021. The dividend, if declared, will be paid, subject to deduction of tax at source, within 30 days from the date of declaration to those Members, whose names appear as:

- i) Beneficial Owners as at the end of business hours on 23rd September, 2021 in the lists to be furnished by National Securities Depository Limited (NSDL) and Central Depository Services (India) Limited (CDSL) in respect of the shares held in electronic form; and
- ii) Members in the Register of Members of the Company as on 23rd September, 2021, after giving effect to all valid share transfers in physical form lodged with the Company on or before 23rd September, 2021.

Members, holding shares in physical form, are requested to update their Change of Address, Bank Details, Dividend Mandates, if any, with the Registrar and Share Transfer Agent namely M/s. MCS Share Transfer Agent Limited, F-85, Okhla Industrial Area, Phase I, New Delhi-110020. Phone: (011) 41406149, e-mail: admin@mcsregistrars.com and update the same with their Depository Participant, in case of holding in demat mode.

Remote E-voting Facility

The Company is providing its Members a facility to cast their votes electronically through the e-voting services provided by NSDL in respect of items of business as detailed in the AGM Notice.

Members of the Company, holding shares either in physical form or in dematerialized form, as on cut-off date i.e. Thursday, the 23rd day of September, 2021 may cast their vote electronically or at the AGM through e-voting facility. Members who have cast their vote by remote e-voting prior to the AGM may also attend the AGM but shall not be entitled to vote at the AGM. Members who have acquired shares after sending the Notice of AGM and holding shares as on cut-off date i.e. Thursday, the 23rd day of September, 2021, may obtain the User ID and Password by sending a request at evoting@nsdl.co.in. The remote e-voting period will commence on Monday, 27th September, 2021 (9.00 a.m. IST) and will end on Wednesday, 29th September, 2021 (5.00 p.m. IST), thereafter the remote e-voting module shall be disabled by NSDL. The detailed procedure/instructions for e-voting are contained in the Notice of the AGM which is also available on the Company's website <https://www.ricoauto.in/investor-relation.html> and at the website of NSDL at www.evoting.nsdl.com.

In case of any queries relating to e-voting service, Members may refer the Frequently Asked Questions (FAQs) available at the "Help/FAQs" section at www.evoting.nsdl.com or write to Ms. Soni Singh, Assistant Manager - NSDL, Trade World, 'A' Wing, 4th Floor, Kamala Mills Compound, Senapati Bapat Marg, Lower Parel, Mumbai-400013 at designated email id: evoting@nsdl.co.in or at Toll Free Nos.: 1800-222-990, 1800-22-4430.

for Rico Auto Industries Limited

Place : Gurugram
Dated: 8th September, 2021

Self-
B.M. Jhamb
Company Secretary, FCS No.2446

RIKO AUTO INDUSTRIES LIMITED

Regd. & Corp. Office: 38 KM Stone, Delhi-Jaipur Highway, Gurugram - 122 001, Haryana
Tel: 0124 2824000, Fax: 0124 2824200, Email: cs@ricoauto.in
Website: www.ricoauto.in, CIN: L34300HR1903PLC023187

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Members, holding shares in physical form, are requested to update their Change of Address, Bank Details, Dividend Mandates, if any, with the Registrar and Share Transfer Agent namely M/s. MCS Share Transfer Agent Limited, F-65, Okhla Industrial Area, Phase I, New Delhi-110020. Phone: (011) 41406149, e-mail: admin@mcsregistrars.com and update the same with their Depository Participant, in case of holding in demat mode.

Remote E-voting Facility

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for Rico Auto Industries Limited
Sd/-

Place : Gurugram
Dated: 8th September, 2021

B.M. Jhamb
Company Secretary, FCS No.2446

RIKO AUTO INDUSTRIES LIMITED

Regd. & Corp. Office: 38 Kail Stone, Delhi-Jaipur Highway, Gurugram - 122 001, Haryana
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for Riko Auto Industries Limited

Sd/-

B. M. Jha

Company Secretary, FCS No. 3446

Place: Gurugram

Dated: 8th September, 2021

RIKO AUTO INDUSTRIES LIMITED

Regd. & Corp. Office: 38 KM Stone, Delhi-Jaipur Highway, Gurugram - 122 001, Haryana
Tel: 0124 2824000, Fax: 0124 2824200, Email: ca@ricoauto.in
Website: www.ricoauto.in, CIN: L34300HR1963PLC023187

NOTICE OF AGM, BOOK CLOSURE AND E-VOTING

Notice is hereby given that the 36th Annual General Meeting (AGM) of the Company will be held on Thursday, the 30th day of September, 2021 at 12.00 Noon through Video Conferencing (VC)/Other Audio Visual Means (OAVM) in compliance with General Circular No. 02/2021 dated 13th January, 2021 read with General Circular Nos. 14/2020 dated 8th April, 2020, 17/2020 dated 13th April, 2020 and 20/2020 dated 5th May, 2020 issued by Ministry of Corporate Affairs and SEBI Circulars dated 12th May, 2020 and 15th January, 2021 to transact the Ordinary and Special business as set out in the Notice.

In compliance with the above circulars, electronic copies of the 36th AGM Notice along with Annual Report including the Audited Financial Statements for the financial year 2020-21, have been sent to all the Members whose e-mail ids are registered with the Company/Registrar & Share Transfer Agent/Depository Participants. The copy of the Notice of 36th AGM and the Annual Report for the financial year 2020-21 is also available on the Company's website at <https://www.ricoauto.in/investor-relation.html> and on the websites of the Stock Exchanges at www.bseindia.com and www.nseindia.com and also on the website of NSDL at www.evoting.nsdl.com. Members will be able to participate in the AGM through VC/OAVM mode only and shall be reckoned for the purpose of quorum under section 103 of the Companies Act, 2013.

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Members, holding shares in physical form, are requested to update their Change of Address, Bank Details, Dividend Mandates, if any, with the Registrar and Share Transfer Agent namely M/s. MCS Share Transfer Agent Limited, F-65, Okhla Industrial Area, Phase I, New Delhi-110020, Phone: (011) 41406149, e-mail: admin@mcsregistrars.com and update the same with their Depository Participant, in case of holding in demat mode.

Remote E-voting Facility

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In case of any queries relating to e-voting services, Members may refer the Frequently Asked Questions (FAQs) available at the "Help/FAQ's" section at www.evoting.nsdl.com or write to Mr. Soni Singh, Assistant Manager - NSDL, Trade World, 'A' Wing, 4th Floor, Kamraj Mills Compound, Sarapali Bapat Marg, Lower Parel, Mumbai-400013 at designated email id: evoting@nsdl.co.in or at Toll Free No. 1800-222-898, 1800-22-4438.

for Rico Auto Industries Limited
Sd/-

Place : Gurugram
Dated : 8th September, 2021

B. M. Jhamb
Company Secretary, FCS No.2446

वीर अर्जुन, नई दिल्ली, 9 सितम्बर, 2021

RIKO AUTO INDUSTRIES LIMITED

Regd. & Corp. Office: 36 KM Stone, Delhi-Jaipur Highway, Gurugram - 122 001, Haryana
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NOTICE OF AGM, BOOK CLOSURE AND E-VOTING

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for Riko Auto Industries Limited
Sd/-

Place : Gurugram
Dated: 8th September, 2021

B.M. Jhamb
Company Secretary, FCS No.2644