

# RICO RICO AUTO INDUSTRIES LIMITED

REGD. & CORP. OFFICE : 38 KM STONE, DELHI-JAIPUR HIGHWAY, GURUGRAM - 122001, HARYANA (INDIA)  
EMAIL : [rico@ricoauto.in](mailto:rico@ricoauto.in) WEBSITE : [www.ricoauto.in](http://www.ricoauto.in) TEL. : +91 124 2624000 FAX : +91 124 2624200  
CIN : L34300HR1983PLC023187

RAIL:SEC:2020

October 22, 2020

<b>BSE Limited</b> Phiroze Jeejeebhoy Towers Dalal Street Mumbai - 400001  Scrip Code - <b>520008</b>	<b>National Stock Exchange of India Limited</b> Exchange Plaza, 5 <sup>th</sup> Floor, Plot No.C/1, G Block Bandra-Kurla Complex, Bandra (E) Mumbai - 400 051  Scrip Code - <b>RICOAUTO</b>
--	---

Dear Sir/Madam,

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

- i) Business Standard (English Newspaper), New Delhi - 22/10/2020
- ii) Veer Arjun (Hindi Newspaper), New Delhi - 22/10/2020

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: ca@ricoauto.in  
Website: www.ricoauto.in, CIN: L34300HR1989PLC023187

**NOTICE OF AGM, BOOK CLOSURE AND E-VOTING**

Notice is hereby given that the 37<sup>th</sup> Annual General Meeting (AGM) of the Company will be held on Thursday, 12<sup>th</sup> November, 2020 at 12.00 Noon through Video Conferencing (VC)/Other Audio Visual Means (OAVM) in compliance with General Circular Nos. 14/2020 dated 8<sup>th</sup> April, 2020, 17/2020 dated 13<sup>th</sup> April, 2020 and 20/2020 dated 5<sup>th</sup> May, 2020 issued by Ministry of Corporate Affairs and SEBI Circular dated 12<sup>th</sup> May, 2020 to transact the Ordinary and Special business as set out in the Notice.

In compliance with the above circulars, electronic copies of the 37<sup>th</sup> AGM Notice along with Annual Report including the Audited Financial Statements for the financial year 2019-20, have been sent to all the Members whose e-mail IDs are registered with the Company/Registrar & Transfer Agent/Depository Participants. The copy of the Notice of 37<sup>th</sup> AGM and the Annual Report for the financial year 2019-20 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](http://www.bseindia.com) and [www.nseindia.com](http://www.nseindia.com) and also on the website of NSDL at [www.evoting.nsdl.com](http://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 6<sup>th</sup> day of November, 2020 to Thursday, the 12<sup>th</sup> day of November, 2020 (both days inclusive) for the purpose of AGM and to ascertain the entitlement of members for the payment of Dividend (30%) for the financial year ended 31<sup>st</sup> March, 2020. 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 5<sup>th</sup> November, 2020 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 5<sup>th</sup> November, 2020, after giving effect to all valid share transfers in physical form lodged with the Company on or before 5<sup>th</sup> November, 2020.

Advice for Change of Address, Bank Details, NECS Details, Dividend Mandates, if any, in case of Physical Shares should be lodged 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](mailto:admin@mcsregistrars.com).

**Remote E-voting Facility**

The Company is providing its Members a facility to cast their vote 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 5<sup>th</sup> day of November, 2020 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 5<sup>th</sup> day of November, 2020, may obtain the User ID and Password by sending a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in). The remote e-voting period will commence on Monday, 9<sup>th</sup> November, 2020 (9.00 a.m. IST) and will end on Wednesday, 11<sup>th</sup> November, 2020 (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](http://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](http://www.evoting.nsdl.com) or contact Mr. Armit Vishal, Senior Manager - NSDL at [armitv@nsdl.co.in](mailto:armitv@nsdl.co.in)/022-24994360 or Ms. Pallavi Mishra, Manager - NSDL at [pallavid@nsdl.co.in](mailto:pallavid@nsdl.co.in)/022-24994545 or at Toll Free No. 1800-222-990.

for Rico Auto Industries Limited

Sd/-

Place : Gurugram

B.M. Jhamb

Dated : 2<sup>nd</sup> October, 2020

Company Secretary, FCS No.2446

वीर अर्जुन, नई दिल्ली, 22 अक्टूबर, 2020

## **RIKO AUTO INDUSTRIES LIMITED**

Regd. & Corp. Office: 38 KM Stone, Delhi-Jaipur Highway, Gurugram - 122 001, Haryana  
Tel: 0124 2624000, Fax: 0124 2624200, Email: [cs@rikoauto.in](mailto:cs@rikoauto.in)  
Website: [www.rikoauto.in](http://www.rikoauto.in), CIN: L34300-HR1983PLC023187

### **NOTICE OF AGM, BOOK CLOSURE AND E-VOTING**

Notice is hereby given that the 37<sup>th</sup> Annual General Meeting (AGM) of the Company will be held on Thursday, 12<sup>th</sup> November, 2020 at 12.00 Noon through Video Conferencing (VC)/Other Audio Visual Means (OAVM) in compliance with General Circular Nos.14/2020 dated 6<sup>th</sup> April, 2020, 17/2020 dated 13<sup>th</sup> April, 2020 and 20/2020 dated 6<sup>th</sup> May, 2020 issued by Ministry of Corporate Affairs and SEBI Circular dated 12<sup>th</sup> May, 2020 to transact the Ordinary and Special business as set out in the Notice.

In compliance with the above circulars, electronic copies of the 37<sup>th</sup> AGM Notice along with Annual Report including the Audited Financial Statements for the financial year 2019-20, have been sent to all the Members whose e-mail IDs are registered with the Company/Registrar & Transfer Agent/Depository Participants. The copy of the Notice of 37<sup>th</sup> AGM and the Annual Report for the financial year 2019-20 is also available on the Company's website at <https://www.rikoauto.in/investor-relation.html> and on the websites of the Stock Exchanges at [www.bseindia.com](http://www.bseindia.com) and [www.nseindia.com](http://www.nseindia.com) and also on the website of NSDL at [www.evoting.nsl.com](http://www.evoting.nsl.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 153 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 6<sup>th</sup> day of November, 2020 to Thursday, the 12<sup>th</sup> day of November, 2020 (both days inclusive) for the purpose of AGM and to ascertain the entitlement of members for the payment of Dividend (30%) for the financial year ended 31<sup>st</sup> March, 2020. 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:

- Beneficial Owners as at the end of business hours on 5<sup>th</sup> November, 2020 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
- Members in the Register of Members of the Company as on 5<sup>th</sup> November, 2020, after giving effect to all valid share transfers in physical form lodged with the Company on or before 5<sup>th</sup> November, 2020.

Advice for Change of Address, Bank Details, NECS Details, Dividend Mandates, if any, in case of Physical Shares should be lodged 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](mailto:admin@mcsregistrars.com).

#### **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 5<sup>th</sup> day of November, 2020 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 5<sup>th</sup> day of November, 2020, may obtain the User ID and Password by sending a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in). The remote e-voting period will commence on Monday, 9<sup>th</sup> November, 2020 (9.00 a.m. IST) and will end on Wednesday, 11<sup>th</sup> November, 2020 (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.rikoauto.in/investor-relation.html> and at the website of NSDL at [www.evoting.nsl.com](http://www.evoting.nsl.com).

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.nsl.com](http://www.evoting.nsl.com) or contact Mr. Amit Vishal, Senior Manager - NSDL at [amiv@nsl.co.in](mailto:amiv@nsl.co.in)/022-24994360 or Ms. Pallavi Mhatre, Manager - NSDL at [pallavid@nsl.co.in](mailto:pallavid@nsl.co.in)/022-24994545 or at Toll Free No.1800-222-990.

for Rico Auto Industries Limited

Sd/-

Place - Gurugram

B.M. Jha

Dated - 2<sup>nd</sup> October, 2020

Company Secretary, FCS No.2448