

No. RITES/SECY/NSE

Date: August 14, 2024

To: Listing Department, National Stock Exchange of India Limited "Exchange Plaza", C-1, Block-G, Bandra- Kurla Complex, Bandra (East), Mumbai- 400 051	To: Corporate Relationship Department BSE Limited 1 <sup>st</sup> Floor, New Trade Wing, Rotunda Building, Phiroze Jeejeebhoy Towers, Dalal Street, Fort, Mumbai- 400 001
<b>Scrip Symbol – RITES</b>	<b>Scrip Code – 541556</b>

**Sub: Intimation of 50<sup>th</sup> Annual General Meeting, Book Closure, E-voting and Fixation of Record Date for Final Dividend for FY 2023-24 and Bonus Issue**

In compliance with the provisions of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 we would like to inform you that:

1. The 50<sup>th</sup> Annual General Meeting of the Company will be held on **Thursday, 12<sup>th</sup> September 2024** at 11:00 A.M. (IST) through Video Conferencing ("VC")/ Other Audio-Visual Means ("OAVM") in compliance with General Circular(s) issued by the Ministry of Corporate Affairs and Securities and Exchange Board of India from time to time.
2. Members of the Company holding shares either in physical form or in dematerialized form, as on Thursday, 08<sup>th</sup> August, 2024 (cut-off date), shall be entitled for receiving the AGM Notice and Annual Report for the F.Y. 2023-24, through their registered email id.
3. The Register of Members and Share Transfer Books of the Company will remain closed from **Friday, 06<sup>th</sup> September, 2024 to Thursday, 12<sup>th</sup> September, 2024** (both days inclusive) for the purpose of Annual General Meeting.
4. The remote e-voting period commences on **Monday, 09<sup>th</sup> September, 2024 at 09:00 A.M.** and ends on **Wednesday, 11<sup>th</sup> September, 2024 at 05:00 P.M.** During this period, Members of the Company, holding shares either in physical form or in dematerialized form, as on 6<sup>th</sup> September, 2024 (cut-off date for remote e-voting), may cast their vote through remote e-voting. The facility of e-Voting shall also be made available to the members participating in the AGM through VC/OAVM. Only those members, who are attending the AGM through VC / OAVM facility and have not cast their vote through remote e-Voting, shall be allowed to vote through e-Voting in the AGM.
5. Pursuant to Regulation 42 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, Final Dividend, if approved at the Annual General Meeting, will be paid to those shareholders whose name appear in the Register of Members of the Company and to those shareholders whose name appears in the Statements of beneficial ownership furnished by NSDL and CDSL at the end of business hours on **Friday, 20<sup>th</sup> September, 2024 ("Record Date")**.

**Transforming to GREEN**

कॉर्पोरेट कार्यालय: शिखर, प्लॉट नं. 1, सेक्टर-29, गुरुग्राम-122 001 (भारत), **Corporate Office:** Shikhar, Plot No.1, Sector-29, Gurugram-122 001 (INDIA)  
पंजीकृत कार्यालय: स्कोप मीनार, लक्ष्मी नगर, दिल्ली-110 092 (भारत), **Registered Office:** SCOPE Minar, Laxmi Nagar, Delhi- 110 092 (INDIA)  
दूरभाष (Tel.): (0124) 2571666, फ़ैक्स (Fax): (0124) 2571660, ई.मेल (E-mail) info@rites.com वेबसाइट (Website): www.rites.com

CIN: L74899DL1974GOI007227



राइट्स लिमिटेड  
(भारत सरकार का प्रतिष्ठान)

**RITES LIMITED**

(Schedule 'A' Enterprise of Govt. of India)

6. Pursuant to Regulation 42 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company has fixed **Friday, 20<sup>th</sup> September, 2024** as the Record Date for the purpose of Bonus Issue as per the following details:

Record Date	Purpose	Ratio
Friday, 20 <sup>th</sup> September, 2024	Bonus Issue	1:1 Bonus Issue of One (1) Equity Share of Rs. 10/- each fully paid-up for every One (1) existing Equity Shares of Rs.10/- each fully paid-up.

**Note for Physical Shareholders:**

Pursuant to provisions of SEBI (Issue of Capital and Disclosure Requirements) Regulations, 2018, the allotment of shares in bonus issue shall be made only in dematerialized form and thus, all the eligible members of the Company holding equity shares in physical mode are hereby advised to dematerialize their physical share certificates by contacting their respective Depository Participant (DP) on or before the Record Date for receipt of bonus equity shares in their respective beneficiary accounts. In case, shares of the Company are held in physical form as on the Record Date, the bonus equity shares so entitled, shall be transferred to the Suspense Account opened by the Company in this regard.

This is for your information and records.

Thanking You,

Yours faithfully,  
**For RITES Limited**

**(Ashok Mishra)**  
**Company Secretary & Compliance Officer**  
**Membership No.: F6411**

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