

# 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:2023

September 09, 2023

BSE Limited Phiroze Jeejeebhoy Towers Dalal Street Mumbai - 400001  Scrip Code - <b>520008</b>	National Stock Exchange of India Limited 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>
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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 | - | 08/09/2023 |
| ii)  | Business Standard (English Newspaper), Mumbai    | - | 08/09/2023 |
| iii) | Business Standard (English Newspaper), Pune      | - | 08/09/2023 |
| iv)  | Veer Arjun (Hindi Newspaper), New Delhi          | - | 08/09/2023 |

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 2824205, Email: [os@rikoauto.in](mailto:os@rikoauto.in)  
Website: [www.rikoauto.in](http://www.rikoauto.in), CIN: L34300HR1983PLC023187

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

Notice is hereby given that the 40th Annual General Meeting (AGM) of the Company will be held on Friday, the 29th day of September, 2023 at 12.00 Noon at the Registered Office of the Company at 38 KM Stone, Delhi-Jaipur Highway, Gurugram - 122601 (Haryana) along with the facility to attend the AGM through Video Conferencing ("VC")/Other Audio-Visual Means ("OAVM") in compliance with the applicable provisions of the Companies Act, 2013 ("Act") and rules made thereunder and the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations") read with Circulars issued by Ministry of Corporate Affairs ("MCA") and SEBI Circular (hereinafter referred to as "Circulars") to transact the Ordinary and Special business as set out in the Notice.

In compliance with the above circulars, electronic copies of the 40th AGM Notice along with Annual Report including the Audited Financial Statements for the financial year 2022-23, 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 40th AGM and the Annual Report for the financial year 2022-23 is also available on the Company's website at <https://www.rikoauto.in/investor-relation.html> and on the website 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 also be able to participate in the AGM through VC/OAVM mode 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 **Saturday, the 23rd day of September, 2023 to Friday, the 29th day of September, 2023 (both days inclusive)** for the purpose of AGM and to ascertain the entitlement of members for the payment of Dividend (75%) for the financial year ended 31st March, 2023. 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 22nd September, 2023 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 Demat mode; and
- ii) Members in the Register of Members of the Company as on 22nd September, 2023, in respect of shares held in physical form.

Members are requested to update their Change of Address, Bank Details, Dividend Mandates, if any, in case of Physical Shares with the Registrar and Share Transfer Agent namely M/s. MCS Share Transfer Agent Limited, F-65, Okhla Industrial Area, Phase I, New Delhi-110025, Phone: (011) 41406149, E-mail: [admin@mcsregistrars.com](mailto: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. **Friday, the 22nd day of September, 2023** may cast their vote electronically or at the AGM through Ballot paper. 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 the dispatch of the Notice of AGM and holding shares as on cut-off date i.e. **Friday, the 22nd day of September, 2023**, 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 **Tuesday, 26th September, 2023 (9.30 a.m. IST)** and will end on **Thursday, 28th September, 2023 (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 <http://www.rikoauto.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/FAQ" section at [www.evoting.nsdl.com](http://www.evoting.nsdl.com), or write to Ms. Pallavi Mhatre, NSDL, Trade World, 'A' Wing, 4th Floor, Kamala Mills Compound, Senapati Bapat Marg, Lower Panel, Mumbai - 400013 at designated email id: [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) or at Toll Free No.: 1800 1020 990, 1800 22 44 30.

for Riko Auto Industries Limited

Place : Gurugram  
Dated: 7th September, 2023

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

**RICO AUTO INDUSTRIES LIMITED**

Regd. & Corp. Office: 38 KM Stone, Delhi-Jaipur Highway, Gurugram - 122 001, Haryana  
 Tel: 0124 2824000, Fax: 0124 2824200, Email: cr@ricoauto.in  
 Website: www.ricoauto.in, CIN: L34300HR1983PLC023167

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**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 Saturday, the 23rd day of September, 2023 to Friday, the 29th day of September, 2023 (both days inclusive) for the purpose of AGM and to ascertain the entitlement of members for the payment of Dividend (75%) for the financial year ended 31st March, 2023. 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:

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Members are requested to update their Change of Address, Bank Details, Dividend Mandates, if any, in case of Physical Shares with the Registrar and Share Transfer Agent namely M/s. MCS Share Transfer Agent Limited, F-66, Okhla Industrial Area, Phase I, New Delhi-110020, Phone: (011) 41426146, E-mail: [admin@mcsregistrars.com](mailto:admin@mcsregistrars.com) and update the same with their Depository Participant, in case of holding in Demat mode.

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for Rico Auto Industries Limited  
Sd/-

Place : Gurugram  
 Dated : 7th September, 2023

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

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

Place : Gurugram  
Dated: 7th September, 2023

Sd/-  
**B.M. Jhamb**  
Company Secretary, FCS No.2446

वीर अर्जुन, नई दिल्ली, 8 सितम्बर, 2023

## **RICO AUTO INDUSTRIES LIMITED**

Regd. & Corp. Office: 38 KM Stone, Delhi-Jaipur Highway, Gurugram - 122 001, Haryana  
Tel: 0124 2824080, Fax: 0124 2824200, Email: [ca@ricoauto.in](mailto:ca@ricoauto.in)  
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for Rico Auto Industries Limited

Sd/-

B.M. Jhamo

Company Secretary, FCS No.2448

Place: Gurugram

Dated: 7th September, 2023