

July 2, 2020

Bombay Stock Exchange Limited
New Trading Ring,
Rotunda Building, P J Towers, Dalal
Street, Fort
Mumbai-400001
Security Code: 535754

National Stock Exchange of India Limited
“Exchange Plaza”, Plot No. C-1, Block G
Bandra – Kurla Complex, Bandra (East),
Mumbai – 400 051
Symbol: ORIENTCEM

Dear Sir,

Sub: Notice of 9th Annual General Meeting, Book Closure and Dividend for the financial year 2019-20

This is to inform you that:

1. The 9th Annual General Meeting (AGM) of the Members of Orient Cement Limited will be held on Friday, 31st day of July, 2020 at 11:00 A.M. through Video Conferencing (VC)/Other Audio Visual Means (OAVM) in compliance with the provisions of the Companies Act, 2013 and circulars dated May 5, 2020, April 8, 2020 and April 13, 2020 issued by the Ministry of Corporate Affairs (hereinafter referred to as “MCA Circular”) and the Securities and Exchange Board of India (“SEBI”) circular dated May 12, 2020 (hereinafter referred to as “SEBI Circular”).
2. In compliance with the aforesaid MCA Circulars and SEBI Circular, owing to the difficulties involved in dispatching of physical copies of the Annual Report for the financial year 2019-20 including financial statements (along with Board's Report, Auditor's Report or other documents required to be attached therewith), Notice of the 9th AGM along with the Annual Report for the financial year 2019-20 is being sent only through electronic mode to those shareholders whose email addresses are registered with the Company/ Depositories/ Registrar and Share Transfer Agent of the Company.
3. In compliance with Regulation 34(1) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“Listing Regulations”), copy of Notice of the AGM and the Annual Report for the financial year 2019-20 as sent to the shareholders is attached herewith. It is hereby confirmed that the Notice convening the 9th AGM and the Annual Report for the financial year 2019-20 has been electronically sent to the shareholders of the Company on July 2, 2020.

4. Pursuant to Regulation 42 of the Listing Regulations, the Register of Members and Share Transfer Books of the Company will remain closed from Saturday, 25th July, 2020 to Friday, 31st July, 2020, both days inclusive, for AGM and for determining the entitlement of the shareholders to the final dividend for 2019-20.
5. The dividend on Equity Shares, if declared at the AGM, will be credited/ dispatched by 10th August, 2020 to the bank account of the shareholders whose bank mandate are updated in the records of the Depository Participants/Company as on the book closure date. For shareholders whose bank mandates are not updated with the Depository Participants /Company as on the book closure date, demand drafts or warrants or cheques shall be sent by speed post upon normalization of printing and postal services in terms of SEBI Circular.
6. The Company has engaged M/s KFin Technologies Private Limited for providing facility for remote e-voting, participation in the AGM through VC/OAVM and e-voting during the AGM. The remote e-voting period commences on 28th July, 2020 (9:00 A.M. IST) and ends on 30th July, 2020 (5:00 P.M. IST). During this period, members of the Company, holding shares either in physical form or in dematerialised form, as on the cut-off date, i.e., 24th July, 2020, may cast their vote by remote e-voting.

Kindly take the same on record.

Yours faithfully,
For **Orient Cement Limited**

Nidhi Bisaria
(Company Secretary)

Encl. As stated