

FINANCIAL EXPRESS
24/8/17

RIGA SUGAR COMPANY LIMITED

Registered Office: 14, Netaji Subhas Road, Kolkata - 700 001
CIN: L15421WB1980PLC032970
website: www.rigasugar.com, email: sprasad@rigasugar.in
Tel: 033 6607 1600 Fax : 033-2230 3663

NOTICE OF 36th ANNUAL GENERAL MEETING, BOOK CLOSURE AND E-VOTING

(A) Annual General Meeting

Notice is hereby given that the 36th Annual General Meeting (AGM) of the Members of the Riga Sugar Co. Ltd. will be held on Monday the 18th September, 2017 at 10.00 A.M. at SITARAM SEKSARIA SABHAGAR (Auditorium), Bhartiya Bhasha Parishad, 36A, Shakespeare Sarani, Kolkata-700 017 to transact the business as set out in the Notice convening the said AGM.

Notice of the meeting setting out the ordinary and special businesses to be transacted thereat together with Audited Financial Statements for the year ended 31st March, 2017 and report of Auditors and Directors has been sent to the members to their registered addresses by post and electronically to those members who have registered their e-mail addresses. The date of completion of dispatch of Notice is 23rd August, 2017. Members are hereby informed that the Notice of the meeting and the aforesaid documents are available on the company's website www.rigasugar.com.

A member entitled to attend and vote at the meeting is entitled to appoint a Proxy to attend and vote on a poll instead of himself and the proxy need not be a member of the company. The instrument appointing Proxy to be valid should be deposited at the Registered Office of the company not less than 48 hours before the commencement of the meeting.

(B) Book Closure

Notice is hereby given pursuant to Section 91 of the Companies Act, 2013 read with Rule 10 of the Companies (Management & Administration) Rules, 2014, the Register of Members and Share Transfer Books of the Company shall remain closed from Wednesday, 13th September, 2017, to Monday 18th September, 2017, (both days inclusive) for the purpose of Annual General Meeting.

(C) E-Voting:

In compliance with the provisions of section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended, and Regulation 44 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2016 all members are provided with facility to cast their vote through remote e-voting on all resolution set forth in the notice, for which the company has engaged the services of National Securities Depository Limited (NSDL) as e-voting agency.

Remote e-voting through electronic means shall commence from 15th September, 2017 from 9.00 A.M. (IST) and ends on 17th September, 2017 5.00 P.M.(IST). During this period shareholders of the Company, holding shares either in physical form or demat form, as on the cut-off date of the day 11th September, 2017 may cast their vote electronically. Voting through electronic means shall not be allowed beyond 5.00 P.M. on 17th September, 2017.

In case a person has become member of the company after dispatch of Notice but on or before cut-off date i.e. 11th September, 2017, he/she may write to nsdl at evoting@nsdl.co.in or to company e-mail sprasad@rigasugar.in requesting for user id and password.

The members who have not cast their vote through remote e-voting, can exercise their voting right at AGM through Ballot Form. The members who have cast their vote through remote e-voting may attend AGM, but shall not be entitled to vote again.

The result of e-voting shall be announced on or after the date of AGM within 3 days. The results declared alongwith scrutinizer's report shall be placed on the company website www.rigasugar.com and on website of nsdl at www.evoting.nsdl.com for information of the members, besides being communicated to Stock Exchanges.

In case of any grievance or queries, member may refer the Frequently Asked Questions (FAQs) - Shareholders and e-voting user manual - Shareholders, available at the downloads section of www.evoting.nsdl.com or mail to Registrar at skcdilip@gmail.com or write to Mr. Dilip Bhattacharya, Director, M/s S.K. Infosolution Pvt. Ltd. 34/1A, Sudhir Chatterjee Street, Kolkata-700 006, Phone 033 2219 4815 or mail to company at sprasad@rigasugar.in or write to Mr. S.Prasad, Company Secretary, Riga Sugar Co. Ltd., 14, Netaji Subhas Road, 2nd Floor, Kolkata-700 001, Phone No. 033 6607 1600

Place: Kolkata
Date: 23rd August, 2017

For Riga Sugar Co. Ltd.
S.Prasad
Company Secretary