

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 2231 3414, Fax: 033-22303663

**NOTICE OF 34th ANNUAL GENERAL MEETING,
BOOK CLOSURE AND E-VOTING****(A) Annual General Meeting**

Notice is hereby given that the 34th Annual General Meeting (AGM) of the Members of the Riga Sugar Co. Ltd. will be held on Tuesday the 29th September, 2015 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, 2015 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. 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 and clause 16 of the Listing Agreement, the Register of Members and Share Transfer Books of the Company shall remain closed from Saturday, 26th September, 2015, to Tuesday, 29th September, 2015, (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 clause 35B of the Listing Agreement, 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 Saturday, 26th September, 2015 from 9.00 A.M. (IST) and ends on Monday, 28th September, 2015 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 22nd September, 2015, may cast their vote electronically. Voting through electronic means shall not be allowed beyond 5.00 P.M. on 28th September, 2015.

In case a person has become member of the company after dispatch of Notice but on or before cut-off date i.e. 22nd September, 2015, he/she may write to Registrar on e-mail contact@skcinfo.com 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 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 at sprasad@rigasugar.in to Mr.S.Prasad, Company Secretary of the Company.

For Riga Sugar Co. Ltd.

Place: Kolkata

S.Prasad

Date: 7th September, 2015

(Company Secretary)

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**NOTICE OF EXTRA-ORDINARY GENERAL MEETING
AND E-VOTING****(A) Annual General Meeting**

Notice is hereby given that the Extra-ordinary General Meeting (EGM) of the Members of the Riga Sugar Co. Ltd. will be held on Tuesday the 29th September, 2015 at 11.30 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 EGM.

Notice of the meeting setting out the special business to be transacted thereat together with explanatory statement has been sent to the members to their registered addresses by post and electronically to those members who have registered their e-mail addresses. 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) 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 clause 35B of the Listing Agreement, all members are provided with facility to cast their vote through remote e-voting on 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 Saturday, 26th September, 2015 from 9.00 A.M. (IST) and ends on Monday, 28th September, 2015 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 22nd September, 2015, may cast their vote electronically. Voting through electronic means shall not be allowed beyond 5.00 P.M. on 28th September, 2015.

In case a person has become member of the company after dispatch of Notice but on or before cut-off date i.e. 22nd September, 2015, he/she may write to Registrar on e-mail contact@skcinfo.com requesting for user id and password.

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

The result of e-voting shall be announced on or after the date of EGM 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 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 at sprasad@rigasugar.in to Mr.S.Prasad, Company Secretary of the Company.

For Riga Sugar Co. Ltd.

Place: Kolkata

S.Prasad

Date: 7th September, 2015

(Company Secretary)