



# RASHTRIYA CHEMICALS AND FERTILIZERS LIMITED

(A Government of India Undertaking)

Registered Office : Priyadarshini, Eastern Express Highway, Sion, Mumbai 400022

Tel : 022-24045024, Fax : 022-24045022, Email : investorcommunications@rcfltd.com

Website : www.rcfltd.com, CIN-L24110MH1978GOI020185

## NOTICE

Notice is hereby given that the 38<sup>th</sup> Annual General Meeting (AGM) of the Members of the Company will be held on Friday, the 23<sup>rd</sup> day of September, 2016 at 3.00 p.m. at "Sivaswamy Auditorium", The Fine Arts Society, Fine Arts Chowk, RC Marg, Chembur, Mumbai - 400 071, to transact the business as stated in the notice thereof (including Addendum thereto). Notice is also hereby given that the Register of Members and the Share Transfer books of the Company will remain closed from Saturday, the 17<sup>th</sup> day of September, 2016 to Friday, the 23<sup>rd</sup> day of September, 2016 (both days inclusive) for the said AGM and for payment of Final Dividend 2015-16, subject to the approval of the same by the Shareholders at the aforesaid AGM.

The physical copies of the 38<sup>th</sup> Annual Report, containing Notice of AGM including Addendum thereto, Financial Statements and reports thereon, Proxy Form and Attendance Slip, have been sent to all the members of the Company, at their registered address by speed post and through electronic means to the members whose email ID's are registered with the Company/ Depository Participants.

In compliance with Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended from time to time, and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is pleased to provide its Members the facility to exercise their right to vote on the resolutions proposed to be passed at the meeting of the Company by electronic means. The members may cast their votes using an electronic voting system from a place other than venue of the AGM (remote e-voting). The Company has engaged the services of Central Depository Services (India) Limited (CDSL) as the agency to provide e-voting facility. Shri Bhumitra V. Dholakia, Practising Company Secretary and Designated Partner of M/s. Dholakia and Associates LLP, Company Secretaries has been appointed as the Scrutinizer to scrutinize the remote e-voting and ballot process in a fair and transparent manner.

All the members are hereby informed that:

- (i) The remote e-voting facility commences on Monday, 19<sup>th</sup> September, 2016 from 9.00 a.m. (IST) and ends on Thursday, 22<sup>nd</sup> September, 2016 at 5.00 p.m. (IST). Remote e-voting shall not be allowed beyond 5.00 p.m. (IST) on 22<sup>nd</sup> September, 2016. The e-voting module shall be disabled by CDSL, for voting thereafter. Once the vote on a resolution is cast by the Member, the Member shall not be allowed to change it subsequently.
- (ii) A person, whose name appears in the Register of

Members / Beneficial Owners as on the cut-off date i.e. 16<sup>th</sup> September, 2016 only shall be entitled to avail the facility of remote e-voting / voting at the AGM.

- (iii) In case of persons become the member of the Company after the despatch of AGM Notice but on or before the cut-off date, may send a request to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com), [rcf.agm@linkintime.co.in](mailto:rcf.agm@linkintime.co.in) or [investorcommunications@rcfltd.com](mailto:investorcommunications@rcfltd.com) for obtaining login ID and password.
- (iv) Members may note that :
  - (a) The facility for voting through ballot paper shall be made available at the AGM;
  - (b) The members who have cast their vote by remote e-voting may attend the AGM but shall not be entitled to cast their vote again; and
  - (c) A person whose name is recorded in the Register of Members or in the Register of Beneficial Owners maintained by the Depositories as on the cut-off date only shall be entitled to avail the facility of remote e-voting as well as voting at the AGM .
- (v) The Notice of AGM including Addendum thereto and the Annual Report is available on the Company's website [www.rcfltd.com](http://www.rcfltd.com) and CDSL's website [www.evotingindia.com](http://www.evotingindia.com).
- (vi) The members are requested to read the instructions pertaining to e-voting as printed in the AGM notice carefully.
- (vii) The members are requested to note the following contact details for addressing e-voting queries / grievances:

Mr. Rakesh Dalvi, Deputy Manager, Central Depository Services (India) Limited, 16<sup>th</sup> Floor, Phiroze Jeejeebhoy Towers, Dalal Street, Fort, Mumbai - 400 001; Phone number : **18002005533**; Email id : [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com)

The documents pertaining to the items of the business to be transacted in the AGM are open for inspection at the Registered office of the Company during the normal working hours from Monday to Saturday, upto the date of Annual General Meeting of the Company.

For and behalf of  
**Rashtriya Chemicals and Fertilizers Limited**

**[Divyesh M. Sati]**  
Company Secretary

Place : **Mumbai**  
Date: **30<sup>th</sup> August, 2016**

*Let us grow together*