



Ratanpur Steel Re-Rolling Mills Ltd.

Registered Office: Nahar Mansion, 116 CDA Avenue, Muradpur, Chittagong. Phone: +880 31 652255-7, Fax: +880 31 650001.
Share Office: 291, Fakirapool (Jamidarbari), Apt # B-9, Inner-Circular Road, Arambagh, Dhaka-1212. Phone: +880 27195840-1,
Fax: +880 27191745, Email: sharedept@rsrmbd.com, Website: www.rsrmbd.com

NOTICE OF THE 31st ANNUAL GENERAL MEETING

It is hereby NOTICE that the 31st Annual General Meeting ("AGM") of the Ratanpur Steel Re-Rolling Mills Ltd. will be held on December 28, 2016 at 11:00A.M. at "**Shoronika Community Center**", 13 Love Lane, Chittagong, to transact the following business.

AGENDA

- Consideration and adoption of the Directors' Report and the Audited Financial Statements of the company for the year ended June 30, 2016;
- Declaration of Dividend for the year ended June 30, 2016 as recommended by Board of Directors;
- Retirement/Reappointment of existing Directors;
- Appointment of Independent Director;
- Appointment of Auditors and fixation their remuneration;
- Any other matter with the permission of the chair.

14 December 2016
Dhaka.

By order of the Board

SD/-
Md. Jafar Imam
Company Secretary

- Members whose names appeared on the Members/Depository Registers as on "**Record Date**" i.e. **November 24, 2016** are eligible to attend the Annual General Meeting (AGM).
- A Member wishing to appoint a proxy must deposit the proxy form duly stamped (TK.20) must be deposited at the Company's Share Office located at 291, Fakirapool, 9th floor, (Jamidarbari) Apt # B-9, Inner-Circular Road, Arambagh, Dhaka-1000 not later than 48 hours before the time fixed for the AGM.
- Members/Proxies are requested to register their entry in time on **December 28, 2016**; the registration counter will open at 11.00 am.
- In case of non-receipt of Annual Report 2015-2016 of the Company sent through courier, Member may collect the same from the company's Share Office within **December 22, 2016**. No additional Annual Report will be distributed at AGM Venue. Annual Report is available in investor Relations section of the Company's website: www.rsrmbd.com.

"Admission to the meeting room will be strictly on production of attendance slip".

(Members may please note that no food or gift or benefit in case or kind shall be given in term of clause (e) of the notification no. SEC/SRMI/2000-953/1950 dated 24 October 2000 at the Annual General Meeting)