



Ratanpur Steel Re-Rolling Mills Limited

Registered Office: Nahar Mansion, 116 CDA Avenue, Muradpur, Chittagong.

Phone: +880 31 652255-7, Fax: +880 31 650001.

Share Office: 291, Fakirerpool (Jamidar Bari), Apt # B-9, Inner-Circular Road, Arambag, Motijheel, Dhaka-1000. Phone: +880 2 41070748-9, Fax: +880 2 224400342, Email: sharedept@rsrmbd.com, Website: www.rsrmbd.com

NOTICE OF THE 36th ANNUAL GENERAL MEETING

It is hereby NOTICE that the 36th Annual General Meeting (AGM) of the Ratanpur Steel Re-Rolling Mills Limited will be held on Thursday the 30th December, 2021 at 4.00.P.M. The AGM will be held virtually by using Digital Platform through the following link <https://rsrmsteel.bdvirtualagm.com> to transact the following businesses:

AGENDA

1. To receive, consider and adopt the Audited Financial Statements, Directors' Report and Auditors' Report on Financial Statements for the year ended 30th June, 2021;
2. Retirement/Re-appointment of existing Directors;
3. To Confirm Appointment of the Independent Director;
4. Appointment of Statutory Auditors for the year ended June 30, 2022 and fix their remuneration;
5. Appointment of Professional Accountant/Secretary for issuing certificate regarding the Compliance of Corporate Governance Code for the year ended June 30, 2022 and fix their remuneration;.
6. Any other business with the permission of the chair.

09 December, 2021
Dhaka.

By order of the Board

Sd/-

Mohammad Moin Uddin
Company Secretary (Acting)

Notes:

- Shareholders, whose name appears in the share register of the company or in the Depository Registers as on “**Record Date**” i.e. **08 December, 2021** are eligible to attend and vote in the Annual General Meeting (AGM).
- Pursuant to Bangladesh Securities and Exchange Commission's order No. SEC/SRMIC/94-231/91 dated March 31, 2021; the AGM will be virtual meeting of the Members, which will be conducted via live webcast by using digital platform.
- The Members will be able to submit their questions/ comments and vote electronically 24 hours before commencement of the AGM and during the AGM, for logging into the system, the Members need to put their 16-digit Beneficial Owner (BO) ID number and other credential as proof of their identity by visiting the <https://rsrmsteel.bdvirtualagm.com>
- A shareholder entitled to attend and vote at the meeting may appoint a proxy or proxies in his/her stead and forms of proxy must be lodged at the Company's Share Office, 291, Fakirerpool, (Jamindar Bari – 9th Floor) Apt # B-9, Inner-Circular Road, Arambagh, Motijheel, Dhaka-1000 not later than 48 hours before the AGM.
- Shareholders are requested to update their relevant information in respective BO ID through their respective Depository Participant (DP).
- The Annual Report 2020-2021 and Proxy Form are available at the Company's Website: www.rsrmbd.com.
- Annual Report 2020-2021 (PDF Copy) will also be sent to the individual email address of the shareholder's mentioned in their respective BO account as per BSEC Notification No. BSEC/CMRRCD/2006-158/208/Admin/81 dated June 20, 2018.

Special Notes: No benefit or gift in cash or kind shall be given to the shareholders as per Bangladesh Securities and Exchange Commission's Circular No. SEC/CMRRCD/2009-193/154 dated October 24, 2013.