

RICO RICO AUTO INDUSTRIES LIMITED

REGD. & CORP. OFFICE : 38 KM STONE, DELHI-JAIPUR HIGHWAY, GURUGRAM - 122001, HARYANA (INDIA)
EMAIL : rico@ricoauto.in WEBSITE : www.ricoauto.in TEL. : +91 124 2824000 FAX : +91 124 2824200
CIN : L34300HR1983PLC023187

RAIL:SEC:2024

May 16, 2024

BSE Limited Phiroze Jeejeebhoy Towers Dalal Street Mumbai - 400001 Scrip Code - 520008	National Stock Exchange of India Limited Exchange Plaza, 5 th Floor, Plot No.C/1, G Block Bandra-Kurla Complex Bandra (E) Mumbai - 400 051 Scrip Code - RICOAUTO
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Dear Sir/Madam,

Please find enclosed herewith the Notice of Postal Ballot and E-voting as published in the following Newspapers:

- i) Business Standard (English Newspaper), Mumbai - 16/05/2024
- ii) Business Standard (English Newspaper), New Delhi - 16/05/2024
- iii) Veer Arjun (Hindi Newspaper), New Delhi - 16/05/2024

Thanking you,

Yours faithfully,
for **Rico Auto Industries Limited**

B.M. Jhamb
Company Secretary
FCS : 2446

Encl : As above

RICO AUTO INDUSTRIES LIMITED

Regd. & Corp. Office: 18 KM Stone, Delhi-Jaipur Highway, Gurugram - 122 001, Haryana
Tel: 0124 2824000, Fax: 0124 2824200, Email: cs@rifoauto.in
Website: www.rifoauto.in, CIN: L34300HR1983PLC023187

NOTICE OF POSTAL BALLOT AND E-VOTING

Notice is hereby given, pursuant to Section 110 and other applicable provisions, if any, of the Companies Act, 2013 (as amended) (the "Act") read with Rules 20 and 22 of the Companies (Management and Administration) Rules, 2014 (the "Rules"), General Circular No. 08/2023 dated 25th September, 2023 and other relevant Circulars issued by the Ministry of Corporate Affairs ("MCA") from time to time ("MCA Circulars") and Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, ("Listing Regulations") and other applicable provisions of the Act, Rules, Circulars and Notifications issued thereunder (including any statutory modifications or re-enactment thereof for the time being in force and as amended from time to time), Revised Secretarial Standard on General Meetings ("SS-2") issued by the ICSI, that the Rico Auto Industries Limited (the "Company") is seeking consent of its Members by way of an Ordinary Resolution for Appointment of Ms. Shikha Kapur (DIN:01537250) as a Non-Executive Non-Independent Director of the Company, liable to retire by rotation, by means of Postal Ballot, only through remote e-Voting (voting through electronic means).

Pursuant to the MCA circulars, the Company has sent the electronic copies of the Postal Ballot Notice alongwith the Explanatory Statement on Wednesday, 15th May, 2024 through electronic mode to those Members, whose e-mail IDs are registered with the Depository Participant(s) or with the Registrar & Share Transfer Agent as on 10th May, 2024 (Cut-Off date).

The Company hereby request all its Members holding shares in physical mode to intimate/update their email addresses to Company/RTA by sending a communication either at cs@rifoauto.in or helpdesk@rifo@mosregistrars.com by providing necessary details like Folio No., Name of Member, scanned copy of the share certificate (front and back), Self-attested scanned copy of PAN Card, Self-attested scanned copy of AADHAAR card. Members holding shares in the demat mode are requested to contact their respective Depository Participants to register/update their email addresses. Detailed process is mentioned in the Postal Ballot Notice.

The said Postal Ballot Notice is also available on the website of the Company (<https://www.rifoauto.in/investor-relation.html>), on the e-Voting website of NSDL (www.evoting.nsdl.com) and website of the Stock Exchanges i.e. BSE Limited (www.bseindia.com) & National Stock Exchange of India Limited (www.nseindia.com).

In accordance with the provisions of the MCA circulars, Members can vote through remote e-voting process. The voting rights shall be reckoned on the paid-up value of shares registered in the names of the Members as on Friday, 10th May, 2024 ("cut-off date"). Any person who is in receipt of this Notice but was not a member on the cut-off date should treat this Notice for information purpose only.

The Company has engaged the services of National Securities Depository Limited (NSDL) for providing e-voting facility to the Members. The remote e-voting shall commence online from Saturday, 18th May, 2024 (9.00 A.M. IST) and shall end on Sunday, 19th June, 2024 (5.00 P.M. IST), thereafter the e-voting module shall be disabled by NSDL.

The Company has appointed Shri Milan Malik (C.P. No. 16614, FCS No. 9888) or failing him Shri Subhash Chander Sela (C.P. No. 23681, FCS No. 3018, Partners of M/s. Corporate Services LLP, Corporate & legal Advisory, as Scrutinizer for conducting the Postal Ballot process in a fair and transparent manner.

In case of any queries relating to e-voting service, Members may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of www.evoting.nsdl.com or call on 022-4886 7000 or send a request to Ms. Pallavi Mhatre, Senior Manager, NSDL, 4th Floor, 'X' Wing, Trade World, Kamala Mills Compound, Senapati Bapat Marg, Lower Panel, Mumbai - 400013 at evoting@nsdl.com. Any queries or grievances related to Postal Ballot may be addressed to the Company Secretary of the Company or can be forwarded to e-mail address at cs@rifoauto.in.

The results of remote e-voting will be declared on or before Tuesday, 18th June, 2024 by the Chairman of the Company or any person duly authorized by him. The remote e-voting results alongwith the Scrutinizer's Report shall forthwith be communicated to BSE Limited (BSE) and National Stock Exchange of India Limited (NSE) and also be available on the website of the Company <https://www.rifoauto.in/investor-relation.html> and NSDL www.evoting.nsdl.com.

for Rico Auto Industries Limited

Place : Gurugram
Date: 15th May, 2024

Sd/-
B.M. Jha
Company Secretary, FCS No. 2448

RICO AUTO INDUSTRIES LIMITED

Regd. & Corp. Office: 36 KM Stone, Delhi-Jaipur Highway, Gurugram- 122 001, Haryana
 Tel: 0124 2824000, Fax: 0124 2824200, Email: ca@ricoauto.in
 Website: www.ricoauto.in, CIN: L34309HR1983PLC022167

NOTICE OF POSTAL BALLOT AND E-VOTING

Notice is hereby given, pursuant to Section 110 and other applicable provisions, if any, of the Companies Act, 2013 (as amended) (the "Act") read with Rules 20 and 22 of the Companies (Management and Administration) Rules, 2014 (the "Rules"), General Circular No. 16(2)23 dated 26th September, 2023 and other relevant Circulars issued by the Ministry of Corporate Affairs ("MCA") from time to time ("MCA Circulars") and Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosures Requirements) Regulations, 2015, ("Listing Regulations") and other applicable provisions of the Act, Rules, Circulars and Notifications issued thereunder (including any statutory modifications or re-enactment thereof for the time being in force and as amended from time to time), Revised Secretarial Standard on General Meetings ("SS-2") issued by the ICSI, that the Rico Auto Industries Limited (the "Company") is seeking consent of its Members by way of an Ordinary Resolution for Appointment of Ms. Shikha Kapur (DIN:01537200) as a Non-Executive Non-Independent Director of the Company, liable to retire by rotation, by means of Postal Ballot, only through remote e-Voting (voting through electronic means).

Pursuant to the MCA circulars, the Company has sent the electronic copies of the Postal Ballot Notice alongwith the Explanatory Statement on Wednesday, 15th May, 2024 through electronic mode to those Members, whose e-mail IDs are registered with the Depository Participant(s) or with the Registrar & Share Transfer Agent as on 15th May, 2024 (Cut-Off date).

The Company hereby request all its Members holding shares in physical mode to intimate/update their email addresses to Company/RTA by sending a communication either at ca@ricoauto.in or helpdesk@nscnregistrars.com by providing necessary details like Folio No., Name of Member, scanned copy of the share certificate (front and back), Self-attested scanned copy of PAN Card, Self-attested scanned copy of AADHAR card. Members holding shares in the demat mode are requested to contact their respective Depository Participants to register/update their email addresses. Detailed process is mentioned in the Postal Ballot Notice.

The said Postal Ballot Notice is also available on the website of the Company (<https://www.ricoauto.in/investor-relation.html>), on the e-Voting website of NSDL (www.evoting.nsdl.com) and website of the Stock Exchanges i.e. BSE Limited (www.bseindia.com) & National Stock Exchange of India Limited (www.nseindia.com).

In accordance with the provisions of the MCA circulars, Members can vote through remote e-voting process. The voting rights shall be reckoned on the paid-up value of shares registered in the names of the Members as on Friday, 10th May, 2024 ("cut-off date"). Any person who is in receipt of this Notice but was not a member on the cut-off date should treat this Notice for information purpose only.

The Company has engaged the services of National Securities Depository Limited (NSDL) for providing e-voting facility to the Members. The remote e-voting shall commence online from Saturday, 18th May, 2024 (9.00 A.M. IST) and shall end on Sunday, 19th June, 2024 (5.00 P.M. IST), thereafter the e-voting module shall be disabled by NSDL.

The Company has appointed Shri Milan Malik (C.P. No. 16614, FCS No. 9888) or failing him Shri Subhash Chandier Setia (C.P. No. 23681, FCS No. 3018), Partners of M/s. Corporate Services LLP, Corporate & legal Advisory, an Scrutinizer for conducting the Postal Ballot process in a fair and transparent manner.

In case of any queries relating to e-voting service, Members may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of www.evoting.nsdl.com or call on 022-4986 7000 or send a request to Ms. Pallavi Nhatro, Senior Manager, NSDL, 4th Floor, 'K' Wing, Trade World, Kamala Mills Compound, Senapati Bapat Marg, Lower Panel, Mumbai - 400013 at evoting@nsdl.com. Any queries or grievances related to Postal Ballot may be addressed to the Company Secretary of the Company or can be forwarded to e-mail address at ca@ricoauto.in.

The results of remote e-voting will be declared on or before Tuesday, 18th June, 2024 by the Chairman of the Company or any person duly authorized by him. The remote e-voting results alongwith the Scrutinizer's Report shall forthwith be communicated to BSE Limited (BSE) and National Stock Exchange of India Limited (NSE) and also be available on the website of the Company <https://www.ricoauto.in/investor-relation.html> and NSDL www.evoting.nsdl.com.

for Rico Auto Industries Limited

Sd/-

B.M. Jha

Company Secretary, FCS No. 2446

Place : Gurugram

Dated: 15th May, 2024

वीर अर्जुन, नई दिल्ली, 16 मई, 2024

RIKO AUTO INDUSTRIES LIMITED

Regd. & Corp. Office: 38/38M Stone, Delhi-Jaipur Highway, Gurugram - 122 901, Haryana
Tel: 0124 2624000, Fax: 0124 2624200, Email: ca@rikoauto.in
Website: www.rikoauto.in, CIN: L34300HR1983PL0223157

NOTICE OF POSTAL BALLOT AND E-VOTING

Notice is hereby given, pursuant to Section 170 and other applicable provisions, if any, of the Companies Act, 2013 (as amended) (the "Act") read with Rules 20 and 22 of the Companies (Management and Administration) Rules, 2014 (the "Rules"), General Circular No. 69/2023 dated 29th September, 2023 and other relevant Circulars issued by the Ministry of Corporate Affairs ("MCA") from time to time ("MCA Circulars") and Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosures Requirements) Regulations, 2015, ("Listing Regulations") and other applicable provisions of the Act, Rules, Circulars and Notifications issued thereunder (including any statutory modifications or re-enactment thereof) for the time being in force and as amended from time to time, Revised Secretarial Standard on General Meetings ("SS-2") issued by the ICSI, that the Riko Auto Industries Limited (the "Company") is seeking consent of its Members by way of an Ordinary Resolution for Appointment of Ms. Shikha Kapoor (DIN:01537250) as a Non-Executive Non-Independent Director of the Company, liable to retire by rotation, by means of Postal Ballot, only through remote e-Voting (voting through electronic means).

Pursuant to the MCA circulars, the Company has sent the electronic copies of the Postal Ballot Notice alongwith the Explanatory Statement on Wednesday, 15th May, 2024 through electronic mode to those Members, whose e-mail IDs are registered with the Depository Participant(s) or with the Registrar & Share Transfer Agent as on 15th May, 2024 (Cut-Off date).

The Company hereby request all its Members holding shares in physical mode to intimate/update their email addresses to Company/RTA by sending a communication either at ca@rikoauto.in or helpdesk@nscdl.com by providing necessary details like Folio No., Name of Member, scanned copy of the share certificate (front and back), Self-attested scanned copy of PAN Card, Self-attested scanned copy of AADHAAR card. Members holding shares in the demat mode are requested to contact their respective Depository Participants to register/update their email addresses. Detailed process is mentioned in the Postal Ballot Notice.

The said Postal Ballot Notice is also available on the website of the Company (<https://www.rikoauto.in/investor-relation.html>), on the e-Voting website of NSDL (www.evoting.nsdl.com) and website of the Stock Exchanges i.e. BSE Limited (www.bseindia.com) & National Stock Exchange of India Limited (www.nseindia.com).

In accordance with the provisions of the MCA circulars, Members can vote through remote e-voting process. The voting rights shall be reckoned on the add-up value of shares registered in the names of the Members as on Friday, 19th May, 2024 ("cut-off date"). Any person who is in receipt of this Notice but was not a member on the cut-off date should treat this Notice for information purpose only.

The Company has engaged the services of National Securities Depository Limited (NSDL) for providing e-voting facility to the Members. The remote e-voting shall commence online from Saturday, 18th May, 2024 (8:00 A.M. IST) and shall end on Sunday, 19th June, 2024 (5:00 P.M. IST), thereafter the e-voting module shall be disabled by NSDL.

The Company has appointed Shri. Nilesh Malik (C.P. No. 19814, FCS No. 6688) or calling him Shri. Nilesh Chander Sarda (C.P. No. 23661, FCS No. 3615, Partners of M/s. Corporate Services LLP, Corporate & legal Advisory, as Scrutinizer for conducting the Postal Ballot process in a fair and transparent manner.

In case of any queries relating to e-voting service, Members may refer the Frequently Asked Questions (FAQs) by Shareholders and e-voting user manual for Shareholders available at the download section of www.evoting.nsdl.com or call on 022 - 4886 7000 or send a request to Ms. Pallavi Mishra, Senior Manager, NSDL, 4th Floor, W. Wing, Trade World, Kamala Mills Compound, Senapati Bapat Marg, Lower Panel, Mumbai - 400013 at evoting@nsdl.com. Any queries or grievances related to Postal Ballot may be addressed to the Company Secretary of the Company or can be forwarded to e-mail address at ca@rikoauto.in.

The results of remote e-voting will be declared on or before Tuesday, 18th June, 2024 by the Chairman of the Company or any person duly authorized by him. The remote e-voting results alongwith the Scrutinizer's Report shall forthwith be communicated to BSE Limited (BSE) and National Stock Exchange of India Limited (NSE) and also be available on the website of the Company <https://www.rikoauto.in/investor-relation.html> and NSDL www.evoting.nsdl.com.

for Riko Auto Industries Limited

Place - Gurugram
Date: 15th May, 2024

S.M. Jha
Company Secretary, FCS No. 2444