

Orient Cement Limited

CIN : L26940OR2011PLC013933**Registered Office :** Unit VIII, Plot No. 7, Bhoinagar, Bhubaneswar, Odisha-751 012**Tel. :** 0674-2396930 | **Fax No. :** 0674-2396364**Corporate Office :** Birla Tower, 3rd Floor, 25, Barakhamba Road, New Delhi-110 001**Tel.:** 011-42092100, 011-42092190**Email :** investors@orientcement.com | **Visit us at :** www.orientcement.com

NOTICE OF ANNUAL GENERAL MEETING AND BOOK CLOSURE

Notice is hereby given that 8th Annual General Meeting (AGM) of the Members of Orient Cement Limited ("the Company") will be held on Thursday, August 1, 2019 at 2:00 p.m. at Unit-VIII, Plot No. 7, Bhoinagar, Bhubaneswar-751012, Odisha to transact the businesses as set out in the Notice of AGM dated 29th April, 2019.

The Annual Report for the financial year 2018-19 including the Notice convening the 8th AGM has been sent to the members of the Company, electronically at the email Id's registered with the Company/ Depository Participant(s) and have been dispatched by the permitted mode to those members who have not registered their email Id's with the Company/ Depository Participant(s).

The Company is pleased to provide the facility of "remote e-voting" to its members through e-voting services provided by M/s Karvy Fintech Private Limited (Karvy). The business mentioned in the Notice may be transacted through remote e-voting. The remote e-voting period will commence from Monday, July 29, 2019 (9:00 a.m.) and ends on Wednesday, July 31, 2019 (5:00 p.m.). During this period the eligible shareholders of the Company, holding shares either in physical form or in dematerialized form, may cast their vote electronically. The e-voting module will be disabled by Karvy for voting thereafter i.e. voting shall not be allowed beyond 5:00 p.m. on July 31, 2019.

The cut-off date for determining the eligibility of members for voting through remote e-voting and voting at the AGM is Thursday, July 25, 2019. Any person, who becomes a member of the Company after the dispatch of Notice and holding shares as on cut-off date, may obtain the login ID and password by sending a request to evoting@karvy.com or investors@orientcement.com to cast his/her vote. The detailed procedure for obtaining the login ID and password and exercising remote e-voting is also provided in the Notice of AGM.

The facility for voting through ballot paper shall be made available at the AGM for the members who will be attending the meeting and have not cast their vote by remote e-voting. The Members who have cast their vote by remote e-voting may also attend the AGM but shall not be entitled to cast their vote again.

The Annual Report including the Notice of AGM of the Company can be downloaded from the website of the Company, www.orientcement.com and website of Karvy <https://evoting.karvy.com>. Relevant documents pertaining to items of business mentioned in the Notice are open for inspection by the members at the Company's Registered Office on all working days, during business hours (between 10:00 a.m. to 5:30 p.m.) upto the date of the meeting, except Saturdays.

A member entitled to attend and vote at the AGM is entitled to appoint a Proxy to attend and vote on a poll instead of himself/ herself and the Proxy need not to be a Member of the Company. The instrument appointing Proxy should be deposited at the Registered Office of the Company not later than 48 hours before the commencement of the AGM.

In case of any query relating to voting by electronic means, please refer the Frequently Asked Questions (FAQs) section available at Karvy's website <https://evoting.karvy.com> or contact Karvy at the following toll free no. 1800-345-4001. In case of any grievance connected with the facility for voting by electronic means, please contact Mr. S.V. Raju, Deputy General Manager, Karvy Fintech Private Limited, 6F-025, 6th Floor, Karvy Selenium (Tower B), Gachibowli, Financial District, Nanakramguda, Hyderabad -500032, email: evoting@karvy.com.

Notice is also hereby given pursuant to section 91 of the Companies Act, 2013 read with applicable Rules and Regulation 42 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, that the Register of Members and Share Transfer Books of the Company will remain closed from Friday, July 26, 2019 to Thursday, August 1, 2019, both days inclusive, for the 8th AGM and for determining the entitlement of members for the final dividend for the financial year ended March 31, 2019. The dividend on Equity Shares, if declared at the AGM, will be credited / dispatched on or before August 9, 2019 to those members whose names shall appear on the Company's Register of Members as on the book closure date.

By Order of the Board of Directors

For **Orient Cement Limited**

Sd/-

Place : New Delhi**Date: 28th June, 2019****Nidhi Bisaria****Company Secretary**