



RAK Ceramics (Bangladesh) Limited

RAK Tower (7th, 8th & 9th Floor), Plot # 1/A, Jasimuddin Avenue,
Sector # 3, Uttara Model Town, Dhaka-1230

NOTICE OF THE 17th ANNUAL GENERAL MEETING

Notice is hereby given that the 17th Annual General Meeting of RAK Ceramics (Bangladesh) Limited will be held Wednesday, April 13, 2016 at 10:00 a.m. at International Convention City, Bashundhara (Pushpoguscho), Joarshahara, Purbachal Link Road, Khilkhet, Dhaka-1229, Bangladesh to transact the following businesses:

AGENDA:

1. To receive, consider and adopt the Audited Financial Statements of the Company for the year ended 31 December 2015 together with the reports of the Auditor and the Directors.
2. To declare dividend for the year ended 31 December 2015.
3. To elect/re-elect Director(s) of the Company.
4. To appoint the Auditors of the Company for the year 2016 and fix their remuneration.

By order of the Board of Directors

Sd/-

(Muhammad Shahidul Islam FCS)
Company Secretary

Dhaka, Bangladesh
Date: March 28, 2016

Notes:

1. The Shareholders whose name appeared in the Share Register of the Company or in the Depository Register on the 'Record Date' (i.e. February 28, 2016) will be entitled to attend the meeting and receive the dividend.
2. The Board unanimously recommended cash dividend @ 25 percent of the paid-up capital of the Company.
3. A shareholder entitled to attend and vote at the Annual General Meeting may appoint a proxy to attend and vote in his/her behalf (such proxy shall be a shareholder of the Company). The Proxy Form, duly filled and stamped, must be deposited at the Registered Office of the Company not later than 48 hours before the time fixed for the meeting.
4. Admission to the meeting will be strictly on production of the attendance slip attached with the Annual Report.
5. Shareholders are requested to submit to the Registered Office of the Company on or before April 10, 2016, their written option to receive dividend in the form enclosed with the Annual Report. If the Members fail to submit such option within the stipulated time, the dividend will be paid off as deemed appropriate by the Company.
6. In case of non-receipt of the Annual Report of the Company sent through courier, Shareholders may collect the same from the Registered Office of the Company on or after April 10, 2016. No additional Annual Report will be distributed in the AGM venue.

Shareholders may please note that no food or gift or benefit in cash or kind shall be given at the Annual General Meeting.