

## **NOTICE OF THE 14<sup>th</sup> ANNUAL GENERAL MEETING**

Notice is hereby given that the 14th Annual General Meeting of RAK Ceramics (Bangladesh) Limited will be held on Wednesday, April 10, 2013 at 10:00 a.m. at Bashundhara Convention Center, Block # C, Umme Kulsum Road, Bashundhara R/A, Dhaka- 1229, Bangladesh to transact the following businesses:

### **AGENDA: Ordinary Business**

1. To receive, consider and adopt the Audited Financial Statements of the Company for the year ended 31 December 2012 together with the reports of the Auditor and the Directors.
2. To declare dividend for the year ended 31 December 2012.
3. To elect/re-elect Director(s) of the Company.
4. To appoint Auditors for the year 2013 and fix their remuneration.

### **Special Business**

5. To approve the remittance of Technical Know-how and Technical Assistance fees for the year 2011.
6. To transact any other business of the Company with the permission of the Chair.

By order of the Board of Directors

Dhaka, Bangladesh  
March 19, 2013

Sd/-  
**(Muhammad Shahidul Islam ACS)**  
Company Secretary

### **Notes:**

1. The Members whose name appeared in the Share Register of the Company or in the Depository Register on the 'Record Date' (i.e. February 24, 2013) will be entitled to attend the meeting and receive the dividend.
2. The Board unanimously recommended cash dividend 15 percent and stock dividend 10 percent of the paidup capital of the Company.
3. A member 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. Members are requested to submit to the Registered Office of the Company on or before April 07, 2013, 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, Members may collect the same from the Registered Office of the Company within April 07, 2013. No additional Annual Report will be distributed in the AGM venue.

**Members may please note that no gift or benefit in cash or kind shall be given at the Annual General Meeting**