

The detailed procedures to participate in the virtual AGM

Procedure to log in to participate in the AGM

The shareholders whose name appeared in the Share/Depository Register as on the 'Record Date' (i.e. February 25, 2021), are eligible to participate in the 22nd AGM. The shareholders will be able to participate in the AGM online from your laptop, desktop, tablet and smartphone. For logging in to the system, the shareholders need to put their 16 digit Beneficial Owner (BO) ID number and other credential as proof of their identity by visiting the link <https://tinyurl.com/rakagm2021>.

Procedure of submit questions/comments prior to and during the meeting

The shareholders will be able to submit their questions/comments and vote electronically 24 hours before commencement of the AGM and during the AGM by visiting the link <https://tinyurl.com/rakagm2021> or through emailing to sharedepartment.bgd@rakceramics.com

How the Company will address shareholders questions/comments

During the live Q&A session on the AGM day, the Board and the Management will try to answer the relevant questions, which will be submitted through the system and email prior to or during the meeting.

Who are entitled to vote in the AGM

The shareholders whose name appeared in the Share/Depository Register as on the 'Record Date' (i.e. February 25, 2021), are eligible to cast one vote per share on each Agenda item at the AGM. Shareholders can vote electronically 24 hours prior to commencement of the AGM and during the AGM in "FAVOUR" or "AGAINST" with respect to each agenda item.

Deadline for voting

The shareholders vote must be received before the polls close for each agenda items during the AGM. Each agenda will be passed by the vote of the majority of votes cast. Each agenda receiving more votes in "FAVOUR" than votes "AGAINST" will be passed.

If there is any technical difficulties or trouble accessing the virtual meeting

For any technical difficulties in accessing the virtual meeting through the link, please contact **+8801730058055 and 01730055355**.