

August 18, 2017

The Secretary
BSE Limited
Corporate Relationship Department,
1st Floor, New Trading Ring,
Rotunda Building, P.J.Tower Dalal Street,
Fort, Mumbai – 400001
corp.relations@bseindia.com

The Manager
Listing Department
National Stock Exchange of India Ltd.
Exchange Plaza, C-1, Block G, 5th Floor,
Bandra-Kurla Complex
Bandra (E), Mumbai – 400051
cmist@nse.co.in

The Manager
National Securities Depository Ltd.
4th floor, "A" Wing, Trade World
Kamala Mills Compound
Senapati Bapat Marg, Lower Parel
Mumbai-400013
info@nsdl.co.in, kaustubhv@nsdl.co.in

The Manager
Central Depository Services (India) Ltd.
Phiroze Jeejeebhoy Tower
17th floor, Dalal Street
Mumbai-400001
rakesh@cdslindia.com, urmilac@cdslindia.com

Dear Sir,

This is to inform you that:

1. The 6th Annual General Meeting (AGM) of the Members of Orient Cement Limited will be held on Saturday, 23rd day of September, 2017 at 2:00 P.M at Unit –VIII, Plot No. 7, Bhoinagar, Bhubaneswar-751012, Odisha.
2. The Register of Members and Share Transfer Books of the Company will remain closed from Monday, 18th September, 2017 to Saturday, 23rd September, 2017, both days inclusive, for annual closing and determining the entitlement of the shareholders to the final dividend for 2016-17.
3. The dividend on Equity Shares, if declared at the AGM, will be credited / dispatched by 11th October, 2017 to those members whose names shall appear on the Company's Register of Members as on book closure date.
4. Mr. Atul Kumar Labh, Practicing Company Secretary (Membership No. FCS - 4848 / CP - 3238), has been appointed as Scrutinizer to scrutinize the e-voting process in a fair and transparent manner.
5. The remote e-voting period commences on 20th September, 2017 (9:00 A.M.) and ends on 22nd September, 2017 (5:00 P.M.). During this period members' of the Company, holding shares either in physical form or in dematerialised form, as on the cut-off date of 16th September, 2017, may cast their vote by remote e-voting. Any person, who acquires shares of the Company and become member of the Company after dispatch of the notice and holding shares as on the cut-off date i.e 16th September, 2017, may obtain the login ID and password by sending a request at evoting@nsdl.co.in or Issuer/RTA. However, if you are

Orient Cement Limited

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Registered Office: Unit VIII, Plot No.7, Bhoinagar, Bhubaneshwar, Odisha 751012, India. www.orientcement.com

CIN No : L26940OR2011PLC013933

already registered with NSDL for remote e-voting then you can use your existing user ID and password for casting your vote.

Kindly take the same on record.

Thanking you,

Yours sincerely,

For Orient Cement Limited



Deepanjali Gulati
(Company Secretary)

CC: Mr. S. Biswas
Unit: Orient Cement Limited
MCS Share Transfer Agent Limited,
F-65, Okhla Industrial Area,
Phase-I, New Delhi-110 020