



ऑयल इंडिया लिमिटेड  
(भारत सरकार का उद्यम)  
**Oil India Limited**  
(A Government of India Enterprise)

CIRCULAR / NOTICE - CLOSURE OF TRADING WINDOW

To : All Directors / Officers / Designated Employees / Statutory Auditors

From : Shri S.R.Krishnan, Compliance Officer / Company Secretary

OIL/SEC/45/ IT  
31.10.2014

1. Kindly take Notice that the 'Trading Window (dealing in shares of the Company)' will remain closed from 01.11.2014 to 13.11.2014 in view of the Board Meeting scheduled to be held on 12.11.2014 to approve Q2 Unaudited Financial Results (2014-15).
2. Pursuant to OIL Code of Conduct for Prevention of Insider Trading formulated in line with the SEBI (Prohibition of Insider Trading) Regulations, 1992, Directors, Officers, Designated Employees and statutory Auditors shall not deal in any transaction involving purchase or sale of OIL's Shares either in their own name or in the name of their dependents during the Window Closure Period.
3. Any contravention of the above would attract penalty as per Clause 10 of the said code.
4. All designated Employees including their dependants are requested not to trade in the shares of OIL during the above period.
5. In case of any exigency or if you need any clarifications in this regard, please contact the undersigned.

*S. R. Krishnan*  
(S. R. Krishnan)  
Company Secretary

Copy for similar action of Designated Employees (Grade 'E' and above) in the following offices:

- (i) CMD Office
- (ii) Office of Functional Directors
- (iii) Corporate Finance / Corporate Treasury
- (iv) Corporate Communications
- (v) Corporate Affairs / Corporate Planning
- (vi) Business Development Cell
- (vii) Finance and Accounts, Field Head Quarters
- (viii) Secretarial Department