

NOTICE OF 56th ANNUAL GENERAL MEETING

NOTICE is hereby given that the **56th Annual General Meeting (AGM)** of Oil India Limited will be held on Saturday, the **26th September 2015 at 11:00 a.m.** at **Bihutoli, Duliajan, Assam-786602**. The Notice setting out the business to be transacted at the meeting together with the Annual Report of the Company for the financial year 2014-15 has been dispatched to all members at their registered addresses and the same is also available on our website **www.oil-india.com**.

The notice of AGM and the Annual Report has been made available electronically to those members who have registered their email address. Any such member who wishes to have a physical copy of the Annual Report may write to the Company and the same would be provided free of cost. Members entitled to attend and vote is entitled to appoint a Proxy to attend and vote instead of himself and the Proxy need not be a member of the Company. Proxies, in order to be effective, should be duly stamped, completed, signed and deposited at the Registered Office of the Company not less than 48 hours before the commencement of Meeting.

NOTICE is also given that pursuant to Section 91 of the Companies Act 2013 and Rule 10 of the Companies (Management and Administration) Rules 2014, the Registers of Members and Share Transfer books of the Company will remain closed from Saturday, 19th September, 2015 to Saturday, 26th September, 2015 (both days inclusive) to determine entitlement of the members for final dividend for the financial year ended March 31, 2015, if approved at the AGM. Final Dividend @ Rs. 10/- per share would be paid to those members, whose name appears in the Register of Members / BENPOS as at the end of working hours on Friday, 18th September, 2015.

Pursuant to Clause 35B of the Listing Agreement and Section 108 of the Companies Act 2013, read with Rule 20 of the Companies (Management and Administration) Rules 2014 as amended, the Company is offering e-voting facility to its members. The Company has engaged the services of Karvy Computershare Pvt. Ltd. ("Karvy") to provide e-voting facility to the members. The details are as under:

- (i) The Company has fixed 19th September 2015 as the 'Cut Off' date to ascertain the eligibility of members for e-voting.- Any person, who acquires shares and becomes member of the Company after dispatch of the notice and holds shares as on the cut-off date, may obtain the User ID and password by sending a request at **evoting@karvy.com** by mentioning folio no. / DP ID and Client Id no. If the member is already registered with Karvy for e-voting then existing User ID and password can be used for casting the vote.
- (ii) The e-voting would commence on 23rd September 2015 (9.00 a.m.) and end on 25th September 2015 (5.00 p.m.), during which period the members may cast their vote electronically. Thereafter, the e-voting module shall be disabled by Karvy.
- (iii) Voting through ballot paper shall also be made available to those members who attend the AGM and have not already cast their vote by e-voting. Members who cast their votes electronically shall not be allowed to vote again at the AGM. However, in case a member, who has cast his vote electronically as well as through ballot paper, the vote cast through ballot paper will be ignored.
- (iv) In case of any queries / grievances relating to e-voting, members may contact at the following address: Shri P.N.Rao, Karvy Computershare Pvt. Ltd., Unit: Oil India Limited, Karvy Selenium Tower B, Plot 31-32, Gachibowli Financial District, Nanakramguda, Hyderabad – 500 032. Tel. Nos.: (040) 67161526; Fax No.: (040) 23001153 ; Email Address: **evoting@karvy.com**.
- (v) The results on resolutions shall be declared within 3 days of the conclusion of the AGM of the Company. The results declared along with the scrutinizer's report shall be placed on the company's website (**www.oil-india.com**) and on the website of Karvy (**https://evoting.karvy.com**) for information of the members and would also be communicated to the Stock Exchanges.

Place : NOIDA

Date : 01.09.2015

For OIL INDIA LIMITED

Sd/-

(S. R. Krishnan)

Executive Director (CS)