



ऑयल इंडिया लिमिटेड

(भारत सरकार का उद्यम) पंजीकृत कार्यालय: दुलियाजान, असम

**Oil India Limited**

(A Government of India Enterprise) Registered Office "Duliagan, Assam

प्लॉट. नं. 19, सेक्टर 16-ए, नोएडा-201 301 उत्तर प्रदेश

Plot No. : 19, Sector 16-A, Noida-201 301, Uttar Pradesh

दूरभाष / Telephone : 0120-2419000 फैक्स / Fax : 0120-2488310

CIN : L11101AS1959GOI001148 ई-मेल / E-mail : oilindia@oilindia.in, वेबसाईट / Website : www.oil-india.com

Ref. No. OIL/SEC/32-33/NSE-BSE

Dated: 04.09.2020

**National Stock Exchange of India Ltd.**

Exchange Plaza,  
Plot no. C/1, G Block,  
Bandra-Kurla Complex  
Bandra (E)  
Mumbai - 400 051

**BSE Limited**

Department of Corporate Service  
Phiroze Jeejeebhoy Towers  
Dalal Street  
Mumbai - 400 001

**Scrip: OIL**

**Scrip: 533106**

**Sub : Notice of 61<sup>st</sup> Annual General Meeting of members (AGM), Closure of Register of Members, Record Date and E-Voting Facility**

**Ref : Reg. 30, 42 and 44 of the SEBI (LODR) Regulations, 2015**

Sir / Madam,

This is in continuation to our Letter of even no. dated 02.09.2020 intimating that the 61<sup>st</sup> Annual General Meeting (AGM) of members of the Company which will be held on **Tuesday, the 29<sup>th</sup> September, 2020 at 11:00 a.m. through Video Conferencing (VC)/Other Audio Visual Means (OAVM).**

We hereby further intimate the following :

1. Register of Members and Share Transfer Books of the Company will remain closed from **23<sup>rd</sup> September, 2020 to 29<sup>th</sup> September, 2020 (both days inclusive)** for the purpose of AGM and for ascertaining the eligibility of members for payment of Final Dividend 2019-20 @ Rs.1.60/- per share (16% of the paid-up capital) on the equity shares of the Company subject to approval of the members of the Company at the AGM.
2. Final Dividend, if approved at the AGM, will be paid /dispatched on or before 28<sup>th</sup> October, 2020 to those Members whose names appear on the Company's Register of Members and as per beneficial owners' position received from NSDL & CDSL as at the close of working hours on **22<sup>nd</sup> September, 2020, the record date.**

3. Pursuant to the provisions of Section 108 of the Companies Act, 2013, Rule 20 of the Companies (Management and Administration) Rules, 2014 and any amendment thereof and Regulation 44 of the SEBI (LODR) Regulations, 2015, Oil India Limited ("the Company") is providing e-voting facility to its members as on the "Cut-off date i.e. Tuesday, 22<sup>nd</sup> September, 2020" in respect of the business(s) to be transacted at the 61<sup>st</sup> AGM. The Remote e-voting facility will be available during the following period:

<b>Commencement of E-Voting</b>	Friday, 25 <sup>th</sup> September, 2020 at 9:00 A.M.
<b>Closure of E-Voting</b>	Monday, 28 <sup>th</sup> September, 2020 at 5:00 P.M.

Those members, who intend to participate in the AGM through VC / OAVM facility and could not cast their vote on the Resolutions through remote e-voting, shall be eligible to vote through e-voting system during the AGM.

The detailed procedure for remote e-Voting and voting during the AGM is provided in the Notice. Copy of the Notice of 61<sup>st</sup> AGM of the Company is enclosed.

The Notice of the AGM is also hosted on the Company's website at [www.oil-india.com](http://www.oil-india.com) and on the website of e-voting Agency, National Securities Depository Limited at [www.evoting.nsdl.com](http://www.evoting.nsdl.com).

The above is for your information & records please.

Thanking you,

Yours faithfully,  
**For Oil India Limited**



(A.K. Sahoo)  
Company Secretary &  
Compliance Officer

**Copy to:**

- National Securities Depository Limited**  
Trade World, A wing, 4<sup>th</sup> Floor,  
Kamala Mills Compound, Lower Parel,  
Mumbai – 400013
- Central Depository Services (India) Limited**  
Marathon Futurex, A-Wing, 25<sup>th</sup> floor,  
NM Joshi Marg, Lower Parel (East),  
Mumbai – 400013
- KFin Technologies Private Limited, RTA**  
Selenium Building, Tower-B, Plot No. - 31 & 32,  
Financial District Nanakramguda, Serilingampally,  
Hyderabad, Rangareddi Telangana, India 500032