



ऑयल इंडिया लिमिटेड

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

**Oil India Limited**

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

प्लॉट. न. 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: 10.08.2023

<b>National Stock Exchange of India Limited</b> Exchange Plaza, Plot No. C/1, G Block, Bandra Kurla Complex, Bandra (E), Mumbai - 400 051  NSE Symbol: OIL	<b>BSE Limited</b> Department of Corporate Service Phiroze Jeejeebhoy Towers Dalal Street, Mumbai - 400 001  BSE Security Code: 533106
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**Sub : 64<sup>th</sup> Annual General Meeting (AGM) of the Company for the year 2022-23**

Sir / Madam,

This is to inform that the 64<sup>th</sup> Annual General Meeting (AGM) of Members of the Company will be held on **Saturday, the 09<sup>th</sup> day of September, 2023 at 11:00 a.m. (IST) through Video Conferencing (VC)/Other Audio Visual Means (OAVM)** in compliance with the relevant circulars issued by the Ministry of Corporate Affairs and Securities and Exchange Board of India.

In accordance with the relevant circulars issued by the Ministry of Corporate Affairs and the Securities and Exchange Board of India, Notice of the AGM along with the Annual Report 2022-23 will be sent only by electronic mode to those members whose e-mail addresses are registered with the Company / Depositories.

We hereby further intimate the following :

1. Register of Members and Share Transfer Books of the Company will remain closed from **26<sup>th</sup> August, 2023 to 09<sup>th</sup> September, 2023 (both days inclusive)** for the purpose of AGM and for ascertaining the eligibility of members for payment of Final Dividend 2022-23 @ Rs.5.5/- per share (55% 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 within the stipulated period of 30 days of its approval 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 **Friday, 25<sup>th</sup> August, 2023 [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. Saturday, 02<sup>nd</sup> September, 2023”** in respect of the business(s) to be transacted at the 64<sup>th</sup> AGM. The Remote e-voting facility will be available during the following period:

<b>Commencement of E-Voting</b>	Tuesday, 05 <sup>th</sup> September, 2023 at 9:00 A.M.
<b>Closure of E-Voting</b>	Friday, 08 <sup>th</sup> September, 2023 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 manner of attending the AGM and casting of votes by members will be set out in the Notice of the AGM.

The Notice of the AGM will also be 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:

1. National Securities Depository Limited
2. Central Depository Services (India) Limited
3. KFin Technologies Limited, RTA