

**NOTICE**

Notice is hereby given that the 47<sup>th</sup> Annual General Meeting of the Shareholders of the Company will be held at **3.00 P.M on Wednesday the 21<sup>st</sup> August, 2013 at Narada Gana Sabha, 314, TTK Road, Chennai 600 018** to transact the following businesses:

**ORDINARY BUSINESSES:**

1. To receive, consider and adopt the Audited Statement of Profit & Loss of the Company for the period from 1st April 2012 to 31st March 2013 and the Audited Balance Sheet as at 31<sup>st</sup> March 2013, together with the Director's Report and the Auditor's Report.
2. To appoint a director in place of Mr. S. Venkataramana who retires by rotation and being eligible, offers himself for re-appointment.
3. To appoint a director in place of Mr. R.S. Butola who retires by rotation and being eligible, offers himself for re-appointment.
4. To appoint a director in place of Mr. T.S. Ramachandran who retires by rotation and being eligible, offers himself for re-appointment.

Date : 15.07.2013  
Place : Chennai

By order of the Board  
**M. SANKARANARAYANAN**  
*Company Secretary*

**Notes:**

1. A member entitled to attend and vote at the meeting is entitled to appoint another person as his proxy to attend and vote instead of himself.
2. The proxy need not be a member of the Company.
3. The instrument of Proxies, in order to be effective, must be lodged at the Registered Office of the Company not later than 48 hours before the time of holding the meeting.
4. Members / Proxies should bring their attendance slip, duly filled in, to the meeting.
5. Members, who hold shares in the dematerialised form, are requested to bring their depository account number for identification at the time of Annual General Meeting.
6. The Register of Members and the Share Transfer Books of the Company will remain closed from 13.08.2013 to 21.08.2013 (both days inclusive).
7. Members are requested to immediately intimate any change in their addresses registered with the Company.
8. Securities and Exchange Board of India (SEBI), has mandated the submission of Permanent Account Number (PAN) by every participant in Securities Market. Members holding shares in Electronic form are requested to submit the PAN to their Depository Participants with whom they are maintaining their demat account. Members holding shares in Physical form are requested to submit their PAN details to M/s.Karvy Computershare Private Limited, the share transfer agents of the Company.
9. The shares of the Company are compulsorily traded in dematerialised form and therefore, the shareholders are requested to dematerialise their shares to facilitate trading in CPCL shares.
10. As per the provisions of the Companies Act, 1956, shareholders are entitled to make nomination in respect of shares held by them in physical form. Nomination form can be downloaded from the website of the company at [www.cpcl.co.in](http://www.cpcl.co.in). Shareholders holding shares in Demat form may contact their Depository Participant for nomination.
11. A brief Resume of the Director's of Company, seeking appointment / re-appointment at this Annual General Meeting, and their expertise in specific functional areas, is given as part of the Notice of 47<sup>th</sup> Annual General Meeting.



12. Inspection of Documents:- The relevant documents are available for inspection by the members at the Registered Office of Company at any time during the working hours till the date of meeting.

**BRIEF RESUME OF THE DIRECTORS OF THE COMPANY, SEEKING APPOINTMENT / RE-APPOINTMENT AT THE 47<sup>TH</sup> ANNUAL GENERAL MEETING**

1. Mr.S.Venkataramana, born on 05.06.1957, was appointed on the Board as Director (Operations) effective 03.10.2010. He holds a M.Tech Degree in Chemical Engineering and a Masters Degree in Business Administration. He has 26 years of experience in CPCL in various capacities. Prior to joining CPCL, he was with Hindustan Petroleum Corporation Limited, Mumbai as Engineer (Production).

Mr.S.Venkataramana is a Director in National Aromatics and Petrochemicals Corporation Limited. In CPCL, he is a member of Shareholders' / Investors' Grievance Committee, Project Committee, Remuneration Committee and Committee on Corporate Social Responsibility and Sustainability Development

Mr.S.Venkataramana is holding 200 shares in the company.

2. Mr.R.S.Butola, born on 05.05.1954, was appointed as a Director on the Board of CPCL effective 08.03.2011. Mr.R.S.Butola holds an MBA degree from the Faculty of Management Studies, Delhi and is a Certified Associate of the Indian Institute of Bankers (CAIIB). He has about 3 decades of experience out of which two decades are in the hydrocarbon industry. He has shouldered various responsibilities, prominent among which are the appraisal and evaluation of the Mumbai High Redevelopment Scheme. Under his stewardship, OVL built a formidable E&P portfolio comprising both discovered and producing assets in over 15 Countries.

Mr.R.S.Butola is the Chairman of Indian Oil Corporation Limited, IOT Infrastructure and Energy Services Limited, Petrofed and Executive Committee Member of FICCI.

Mr.R.S.Butola is not holding any shares in the company.

3. Mr. T. S. Ramachandran, born on 25.11.1954, was appointed on the Board of CPCL as Director (Technical) effective 26.07.2011. Mr. T. S. Ramachandran is a First Class Honours Graduate in Electrical Engineering from the University of Calicut. Prior to his appointment as Director (Technical) in CPCL, he was General Manager, Indian Oil Corporation Ltd. He has more than three decades of experience in Indian Oil at Refineries Head Quarters, New Delhi and various refineries at Gujarat, Guwahati and Mathura and across a wide spectrum of functions including projects, engineering services, contracts management, power and utilities etc.,

In CPCL Mr. T. S. Ramachandran is a member of Shareholders / Investors Grievance Committee, Project Committee and Committee on Corporate Social Responsibility and Sustainability Development.

Mr. T. S. Ramachandran is not holding any shares in the company.

Date : 15.07.2013  
Place : Chennai

By order of the Board  
**M. SANKARANARAYANAN**  
*Company Secretary*