

चेन्नै पेट्रोलियम कॉर्पोरेशन लिमिटेड

(इंडियनऑयल की ग्रुप कम्पनी)

Chennai Petroleum Corporation Limited

(A group company of IndianOil)



CPCL

CS:01:049

08.08.2016

The Secretary,
BSE Ltd.
Phiroze Jeejeeboy Towers,
25th Floor, Dalal Street,
Mumbai – 400 001

National Stock Exchange of India Limited
Exchange Plaza, 5th Floor
Plot No.C/1, G-Block,
Bandra Kurla Complex
Bandra (e)
Mumbai – 400 051

Dear Sir,

Sub: Notice of 50th Annual General Meeting, Closure of Register of Members & Share Transfer Books and Intimation of remote E-Voting Facility

The Notice of the 50th Annual General Meeting of the members of the Company scheduled to be held on Wednesday, the 7th September, 2016 at 03.00 pm, in "The Music Academy", #168, T.T.K Road, Royapettah, Chennai – 600 014, containing the business to be transacted thereat, is attached herewith.

Further pursuant to Regulation 42 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, notice is hereby given that the Register of Members and Share Transfer Books of the company would remain closed from 01.09.2016 to 07.09.2016 (both days inclusive) for the purpose of payment of dividend and 50th Annual General Meeting of the Company.

Pursuant to Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management & Administration) Rules, 2015 and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the company is providing to its members the facility to cast their vote by electronic means on all resolutions set forth in the Notice. The instructions for e-voting are mentioned in the said Notice. The cut-off date to be eligible to vote is 01.09.2016 (Thursday). The voting period would commence on 03.09.2016 (Saturday) 09.30 AM and end on 06.09.2016 (Tuesday) at 05.00 PM. During this period, eligible members may cast their votes through electronic means in the manner specified in the Notice.

This is for your information and record please.

Thanking you,

Yours Faithfully,

For **Chennai Petroleum Corporation Limited**,

P. Shankar 8/8/16

P.SHANKAR

COMPANY SECRETARY

P. Shankar 8/8/16

Encl.: a/a