NOTICE OF 61ST ANNUAL GENERAL MEETING

Annual General Meeting: NOTICE is hereby given that the 61st Annual General Meeting ("AGM") of the members of Indian Oil Corporation Limited ("Company") will be held on Monday, the 21st September, 2020 at 2:30 p.m. (IST) through Video Conferencing ("VC") / Other Audio-Visual Means ("OAVM") facility provided by National Securities Depositories Limited ("NSDL") to transact the business set out in the Notice convening the AGM.

Notice of AGM and Annual Report: In compliance with the applicable provisions of the Companies Act, 2013 and the rules made thereunder, read with General Circular No. 14/2020 dt. 08.04.2020, No. 17/2020 dt. 13.04.2020 and No. 20/2020 dt. 05.05.2020 issued by the Ministry of Corporate Affairs (MCA Circulars) and Circular No. SEBI/HO/CFD/CMD/1/CIR/PY/2020/79 dt. 12.05.2020 issued by the Securities & Exchange Board of India (SEBI Circular), the Notice setting out the business to be transacted at the AGM together with the Integrated Annual Report of the Company for the year 2019-20 has been sent on 29.08.2020 through electronic mode only to the members whose email address is registered with the Company / Depository Participant(s). The Notice and the Integrated Annual Report are also available on the Company's website at www.iocl.com and on the website of the Stock Exchanges, i.e. BSE Limited and National Stock Exchange of India Limited at www.bseindia.com and www.nseindia.com, respectively, and on the website of NSDL at www.evoting.nsdl.com.

E-voting: The Company is providing to the members, the facility to cast their vote(s) on the business as set out in the Notice of the AGM through remote e-voting facility ("remote e-voting") as well as during the AGM to those members who could not cast their vote(s) by remote e-voting. Members are requested to note the following:

i. the company has fixed 14th September 2020 as the ‘Cut Off date’ to ascertain the eligibility of members to vote by remote e-voting or by e-voting at the AGM.

ii. a person, whose name is recorded in the register of members or in the register of beneficial owners maintained by the depositories as on the cut-off date i.e. 14th September 2020 only, shall be entitled to avail the facility of remote e-voting or for participation and voting at the AGM.

iii. the remote e-voting period shall be available as under:

Commencement of remote e-voting: from 09:30 a.m. (IST) on Thursday, 17th September 2020

End of remote e-voting: till 05:00 pm (IST) on Sunday, 20th September 2020

iv. any person, who acquires shares of the Company and becomes a member of the Company after dispatch of the Notice and holds shares as on the cut-off date, may obtain the login ID and password by sending a request at evoting@nsdl.co.in. However, if the person is already registered with NSDL for remote e-voting then he/she can use their existing User ID and password for casting the vote.

v. the members who have cast their vote by remote e-voting prior to the AGM can also attend/participate in the AGM through VC/OAVM but shall not be entitled to cast their vote again at the AGM.

vi. the remote e-voting module shall be disabled by NSDL after 5:00 p.m. (IST) on 20th September 2020. The votes once cast by the member, cannot be changed subsequently.

vii. 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 and are otherwise not barred from doing so, shall be eligible to vote through e-voting during the AGM.

viii. the manner of voting for members holding shares in dematerialized mode, physical mode and for members who have not registered their email address has been provided in the Notice of the AGM. The notice will also be available on the website of the Company at www.iocl.com.

Members are requested to carefully read all the Notes set out in the Notice of the AGM with respect to instructions for joining the AGM, manner of casting vote etc.

Contact details: In case of any queries relating to e-voting, the members may refer to the FAQs for members and e-voting user manual for members available at the download section of www.evoting.nsdl.com or call on toll free no.: 1800-222-590 or send a request at evoting@nsdl.co.in or contact Ms. Pallavi Mhatre, Manager, NSDL, Email: pallavi@nsdl.co.in, Tel: 022-24994545.

For Indian Oil Corporation Limited

Sd/-
(Kamal Kumar Gwalani)
Company Secretary
M. No. A13737

Place: Mumbai
Date: 29th August 2020
Notice of AGM and Annual Report: In compliance with the applicable provisions of the Companies Act, 2013 and the rules made thereunder, read with General Circular No. 14/2020 dt. 08.04.2020, No. 20/2020 dt. 05.05.2020 issued by the Ministry of Corporate Affairs ("MCA Circulars") and Circular No. SEBI/HO/CFD/CMD/1/CR/P/2020/079 dt. 12.05.2020 issued by the Securities & Exchange Board of India ("SEBI Circular"), the Notice setting out the business to be transacted at the AGM together with the Integrated Annual Report of the Company for the year 2019-20 has been sent on 29.08.2020 through electronic mode only to the members whose email address is registered with the Company / Depository Participant(s). The Notice and the Integrated Annual Report are also available on the Company's website at www.iocl.com and on the website of the Stock Exchanges, i.e. BSE Limited and National Stock Exchange of India Limited at www.bseindia.com and www.nseindia.com, respectively, and on the website of NSDL at www.evoting.nsdl.com.

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For Indian Oil Corporation Limited

Sd/-
(Kamal Kumar Gwalani)
Company Secretary
M. No. A13737