



INDIAN OIL CORPORATION LIMITED

Regd. Office : IndianOil Bhavan,
G-9, Ali Yavar Jung Marg, Bandra(East), Mumbai - 400 051.

NOTICE OF ANNUAL GENERAL MEETING AND BOOK CLOSURE

NOTICE is hereby given that the **51st Annual General Meeting** of Indian Oil Corporation Limited will be held on **Tuesday, the 21st September, 2010 at 10.30 a.m.** at **Nehru Centre Auditorium, Dr. Annie Besant Road, Worli, Mumbai – 400 018.** The Notice setting out the Business to be transacted at the meeting together with the Annual Report of the Company for the financial year 2009-10 has been despatched to all Members at their registered addresses.

Any member, who has not received the Annual Report or any investor who has become a member of the Company after the despatch of Annual Report, may send a requisition to the Company Secretary for a copy of the Annual Report and can also attend the meeting in person or appoint a proxy.

Member entitled to attend and vote is entitled to appoint a Proxy to attend and vote instead of himself and the Proxy need not be a Member of the Company. Proxies, in order to be effective, should be duly stamped, completed, signed and deposited at the Registered Office of the Company not less than 48 hours before the commencement of Meeting.

NOTICE IS ALSO HEREBY GIVEN pursuant to Section 154 of the Companies Act, 1956, that the Register of Members and the Share Transfer Books of the Company will remain closed from **Monday, the 13th September, 2010 to Tuesday, the 21st September, 2010 (both days inclusive)** for the purpose of taking on record eligible shareholders for payment of dividend for the year ended 31st March, 2010, if approved by the Members at the aforesaid Annual General Meeting of the Company.

Dividend, if approved at the Annual General Meeting, will be paid to those eligible Members whose names appear :-

- as Beneficial Owners as at the end of business hours on 12th September, 2010 as per the list to be furnished by NSDL/CDSL in respect of the shares held in electronic form, and
- as members in the Register of Members of the Company after giving effect to all valid share transfers in physical form lodged with the Company on or before 12th September, 2010.

Members are requested to advise about any change of address / Bank Account Number / ECS Mandate before 12th September, 2010 :-

- in case of shares held in Electronic form, to their Depository Participants (DPs) in respect of their Demat Accounts as the Company is obliged to print the Address/Bank details on the dividend warrant as furnished by NSDL / CDSL.
- in case of shares held in physical mode, to the Company's Registrar, M/s Karvy Computershare Private Limited, Unit : Indian Oil Corporation Ltd., Plot No.17-24, Vittal Rao Nagar, Madhapur, Hyderabad – 500 081.

For and on behalf of
INDIAN OIL CORPORATION LIMITED

Sd/-
(RAJU RANGANATHAN)
COMPANY SECRETARY

Place : Mumbai
Date : 17th August, 2010