



ऑयल इंडिया लिमिटेड
(भारत सरकार का उद्यम)
Oil India Limited
(A Government of India Enterprise)

CIRCULAR / NOTICE – CLOSURE OF TRADING WINDOW

To : All Directors / KMPs/Designated Employees/ Connected Persons
From : Shri S.K. Senapati, Compliance Officer / Company Secretary

OIL/SEC/45/ IT
23.10.2018

1. Notice is hereby given that the 'Trading Window (dealing in shares of the Company)' will remain closed from **03.11.2018 to 14.11.2018** in view of the Board Meeting scheduled to be held on **12.11.2018** to approve Financial Results for the Second Quarter and Half-year ended 30.09.2018.
2. Pursuant to OIL's Code of Conduct to Regulate, Monitor and Report Trading by Insiders and SEBI (Prohibition of Insider Trading) Regulations 2015, Directors / KMPs/Designated Employees¹/ Connected Persons² shall not deal in any transaction involving purchase or sale of OIL's Shares either in their own name or in the name of their immediate relatives during the Window Closure Period.
3. Any contravention of the above would attract penal actions as per the above regulations.
4. Accordingly, all concerned are requested not to trade in the shares of OIL during the above period.
5. In case of any exigency / clarifications, please contact the undersigned.


(S.K. Senapati)
CGM (Legal & CS)
Email: sksenapati@oilindia.in

Note 1: "Designated Employees" means:

- i. All General Managers and above
- ii. All Heads of the Spheres
- iii. All Executives working in Company Secretary, Public Relations, Planning, Corporate Affairs, Business Development and Finance & Accounts Department
- iv. All Executives working in Secretariat of Chairman & Managing Director , Functional Directors, RCE and Chief Vigilance Officer

Note 2 : "Connected Persons" as defined in SEBI (PIT) Regulations, 2015