

OIL AND NATURAL GAS CORPORATION LIMITED

CIN: L74899DL1993GOI054155

Reg. office: Deendayal Urja Bhawan 5, Nelson Mandela Marg,
Vasant Kunj, New Delhi-110070

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NOTICE TO SHAREHOLDERS

TRANSFER OF EQUITY SHARES TO INVESTOR EDUCATION & PROTECTION FUND (IEPF)

This NOTICE is published pursuant to the provisions of the Companies Act, 2013 read with the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules (IEPF Rules) dated 05th September, 2016 issued by Ministry of Corporate Affairs (MCA) and subsequent amendment thereto.

IEPF Rules, inter-alia, provide for the transfer of all shares in respect of which dividend has not been paid or claimed by the shareholders for seven consecutive years to the Investor Education and Protection Fund (Fund) set up by the Central Government. Accordingly, the Company had sent necessary information vide letter dated 28.03.2017 to the shareholders, whose shares are liable to be transferred to the Fund under the said Rules, at their latest available address and had also published an advertisement in English and Hindi newspapers on the same date. However, pending the modalities for effecting the transfer of the shares to the Fund, MCA had informed that the due date for effecting such transfer would be notified soon. Accordingly, further process was kept in abeyance.

MCA vide its notification dated 13th Oct, 2017 set the due date for transfer of Equity Shares as **31st October, 2017** to the Fund by following the procedure for transmission of shares.

Therefore, NOTICE is given to the shareholders that the Company will proceed to initiate action for transmission of shares of the shareholders whose Dividend remained unclaimed for FY 2009-10 (Final) onwards within 30 days from due date i.e. 31st October, 2017, **without any further notice** by following the due process as under:

- i) In case of shares held in demat mode – by transfer of shares directly to demat account of the Fund through the DPs of the shareholder concerned;
- ii) In case of shares held in physical form – by issuance of new share certificate and thereafter transferring the same to the Fund by converting into Demat through depository.

The shareholder may please note that the updated list of such shares which are liable to be transferred to the Fund has been uploaded on the Company's website at www.ongcindia.com

It may be noted that the shares transferred to the Fund, including all benefits accruing on such shares, if any, can be claimed from the IEPF Authority by following the procedure prescribed under the said Rules.

For any further clarification you may kindly contact the Company's Registrar and Transfer Agents: Mr. J K Singla, Alankit Assignments Ltd., Alankit Heights, 1E/13, Jhandewalan Extension, New Delhi- 110055 Tel: 91-11-4254 1234/1960, Fax: 91-11-42541201/ 23552001, E-mail: rsmaurya@alankit.com or Nodal Officer of ONGC: Ms. Nisha Dhingra, Tel: 01126754072, E-mail: secretariat@ongc.co.in

For Oil and Natural Gas Corporation Limited

New Delhi
15th November, 2017

MEV Selvamm
Company Secretary