

**NOTICE TO SHAREHOLDERS****TRANSFER OF EQUITY SHARES TO INVESTOR EDUCATION & PROTECTION FUND**

Notice is given pursuant to the provisions of the Companies Act, 2013 read with the **Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016** ("the Rules") as notified and amended by the Ministry of Corporate Affairs, New Delhi.

The Rules, inter alia, provide for transfer of all shares in respect of which dividend has remained unclaimed by the shareholders for seven consecutive years or more, to the Investor Education and Protection Fund (IEPF) set up by the Central Government. Accordingly, individual communication is being sent to the latest available address of those shareholders whose shares are liable to be transferred to IEPF under the said Rules as they have not claimed the dividend for the year 2012-13 and all other dividends declared by the Company for 7 years thereafter. The Company has uploaded the details of such shareholders and shares due for transfer to IEPF on its website www.hindustanpetroleum.com. Shareholders are requested to refer to the web-link www.hindustanpetroleum.com/IEPF to verify the details of the shares liable to be transferred to IEPF.

View above, all such shareholders are requested to claim the unpaid dividend for the year 2012-13, which is due for IEPF transfer on 10-10-2020 immediately, before the same is transferred to the IEPF along with shares and also claim the unclaimed dividends of other years. **It may please be noted that if no claim/application is received by the Company or the Registrar by 25-09-2020, the Company shall with a view to complying with the requirements set out in the Rules, dematerialise and transfer the underlying shares to the IEPF by following the due process as enumerated in the said Rules which is briefly as under:**

- i) **In case of shares held in physical form – by issuance of duplicate share certificate and transfer the same to IEPF.** Upon such transfer, the original share certificate(s) lying with the shareholder will stand automatically cancelled and deemed non-negotiable.
- ii) **In case of shares held in demat mode – by issuance of instruction to member's DP to transfer the shares directly to IEPF.**

Kindly note that all future benefits, dividends arising on such shares would also be transferred to IEPF. It may also be noted that as per present rules the shares transferred to IEPF, including all benefits accruing on such shares, if any, can be claimed back from the IEPF Authority after following the procedure prescribed under the said Rules. All shareholders are requested to note the above provisions and claim all unpaid dividends from time to time.

For submission of aforesaid claims along with supporting documents as may be required for updation of bank details, etc, members may kindly contact the Company's Registrar and Transfer Agents, M/s **Link Intime India Pvt. Ltd. Unit: Hindustan Petroleum Corporation Ltd.** C-101, 247 Park, L.B.S Marg, Vikhroli (W), Mumbai – 400 083, Tel No. (022) 49186270, E-mail : rnt.helpdesk@linkintime.co.in

For Hindustan Petroleum Corporation Limited

V Murali

Company Secretary

Place: Mumbai

Date: 05-08-2020