



OIL AND NATURAL GAS CORPORATION LIMITED

SECRETARIAT

Regd. Office : Jeevan Bharti Building, Tower-II, 124, Indira Chowk, New Delhi-110001

CIN No. L74899DL1993GOI054155

Website : www.ongcindia.com Email : secretariat@ongc.co.in

ONGC/CS/SE/2016

19th February, 2016

BSE Ltd Corporate Relationship Department Phiroze Jeejeebhoy Towers Dalal Street, Fort MUMBAI-400 001 BSE Security Code No. 500312	National Stock Exchange of India Ltd. Exchange Plaza, C- Block G, Bandra-Kurla Complex Bandra (East) MUMBAI-400 051 Symbol-ONGC; Series - EQ
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Sub: Disclosure of events or information

Dear Sir(s)

This is to inform that the Board of Directors of the Company have approved the following two policies in its meeting held on 11th February 2016, as prescribed under the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015:

- I. **Corporate Policy on Preservation of Documents and their Archiving (Regulation-9)**
- II. **Corporate Policy on Materiality for Disclosure of Events to the Stock Exchanges (Regulation-30)**

The aforesaid policies have been hosted on the website of the Company i.e www.ongcindia.com

Further, Company Secretary & Compliance Officer [a Key Managerial Personnel (KMP)] has been authorized to determine materiality of an event or information in consultation with the Functional Director, Director (Finance) and CMD for the purpose of making disclosures to the Stock Exchanges. The Contact details of the person authorized for making disclosures of events or information to the Stock Exchanges under regulation 30(5) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, are as under:

Shri V. N Murthy, Company Secretary & Compliance Officer
Oil and Natural Gas Corporation Ltd.
Jeevan Bharti Building , 8th Floor, Tower-II,
124 Indira Chowk, New Delhi -110001
Phone No: 011-23301222
E-mail: murthy_vn@ongc.co.in

The above contact details have also been placed on the website of the Company.

Kindly take the same on record.

Thanking You,

Yours faithfully

For OIL AND NATURAL GAS CORPORATION LTD.

(V. N. Murthy)

Company Secretary & Compliance Officer