

OIL COUNTRY TUBULAR LIMITED
CIN: L26932TG1985PLC005329
REGD. OFFICE: "KAMINENI", 3RD FLOOR
KING KOTI, HYDERABAD - 500001

Date: 01.12.2016

Dear Shareholder(s),

Sub: Compulsory transfer of Equity Shares of the Company to the Investor Education and Protection Fund (IEPF) Suspense Account

Ref : Folio/Client ID No:

We communicate you this intimation as one of our long term valued shareholders.

As you are aware, dividend declared by the Company is remitted either electronically or by sending dividend warrant to the registered address of the shareholders. We have sent reminders periodically to shareholders for claiming by them the unencashed dividend, if any.

As per the applicable provisions of the Companies Act, all unpaid or unclaimed dividends are required to be transferred by the Company to the Investor Education and Protection Fund (IEPF) established by the Central Government, after completion of seven years. We regularly upload on our website as also on the website of the Ministry of Corporate Affairs, Government of India, full details of such unpaid or unclaimed dividends before transferring to IEPF.

Ministry of Corporate Affairs has recently notified new Rules namely "Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016" which have come into force from September 7, 2016. The said Rules, amongst other matters, contain provisions for transfer of all shares in respect of which dividend has not been paid or claimed for seven consecutive years or more in the name of IEPF Suspense Account.

As per our records, the following dividends which were paid / remitted to you in the last seven years or more remain unpaid / unclaimed:

Financial year ended	Date of declaration of dividend	Amount (Rs.)
Dividend 2009-10	27.05.2010	
Dividend 2010-11	28.05.2011	
Dividend 2011-12	29.05.2012	
Dividend 2012-13	30.05.2013	
Dividend 2013-14	05.06.2014	
Total		

Note : Unpaid Dividend For the financial year 2008-09 have already been transferred to IEPF or Central Government, as per erstwhile IEPF Rules.

We remind you to claim the unencashed dividend due to you by making an application immediately to XL SOFTECH SYSTEMS LIMITED, Registrar and Transfer Agents of the Company so that your shares are not transferred by the Company to IEPF Suspense Account.

With a view to complying with the requirements as set out in the Rules, we shall initiate necessary action for transfer of shares to IEPF Suspense Account. In case you hold shares in physical form and such shares are liable to be transferred to IEPF Suspense Account, please note that we are required to issue duplicate share certificates for the purpose of transfer of IEPF Suspense Account as per the Rules and upon issue of such duplicate share certificates, the original share certificate(s) which stand registered in your name will be deemed cancelled and non-negotiable.

However, you can claim from IEPF Authority both unclaimed dividend amount and the shares transferred to IEPF Suspense Account by making an application in Form IEPF-5 online and sending the physical copy of the same duly signed (as per registered specimen signature) along with requisite documents enumerated in the said Form IEPF-5 to the Company at its registered office or to XL SOFTECH SYSTEMS LIMITED, Registrar and Transfer Agents of the Company for verification of your claim. We shall send a verification report to IEPF Authority for refund of the unclaimed dividend amount and transfer of the shares back to the credit of the shareholder.

In case we do not hear anything from you on this intimation letter by December 15, 2016, we shall, with a view to complying with the requirements of the said Rules, transfer the shares to IEPF Suspense Account by the due date as per procedure stipulated in the Rules, without any further notice. Please note that no claim shall lie against the Company in respect of unclaimed dividend amount and shares transferred to IEPF Authority pursuant to the said Rules.

The IEPF Rules and the application form (Form IEPF-5), as prescribed by the Ministry of Corporate Affairs, are available on the website of the Company at www.octlindia.com as also on the website of the Ministry of Corporate Affairs at www.iepf.gov.in.

Please feel free to contact the Company / XL SOFTECH SYSTEMS LIMITED in case you have any queries at their following address / email / telephone number:

M/S. XL Softech Systems Ltd.,
Unit: M/s OIL COUNTRY TUBULAR LIMITED,
3, Sagar Society,
Road No.2, Banjara Hills,
Hyderabad-500034
Tel. 040 23545913, 23545914, 23545915
Email: xlfield@gmail.com

**Thanking You,
For OIL COUNTRY TUBULAR LIMITED**

**Sd/-
Company Secretary**