

12. GENERAL SHAREHOLDER INFORMATION:

12.1 62nd Annual General Meeting

Date and Time : September 05, 2014 at 11.00 A.M.
Venue : Y. B. Chavan Auditorium, Yashwantrao Chavan Pratishthan
Gen. Jagannathrao Bhonsle Marg, Mumbai – 400 021.

12.2 Financial Calendar

Event	Proposed Date
Financial reporting for Quarter ending 30/06/14	End July / Mid August 2014
Financial reporting for Quarter ending 30/09/14	End October / Mid November 2014
Financial reporting for Quarter ending 31/12/14	End January / Mid February 2015
Financial reporting for Quarter ending 31/03/15	End May 2015
Annual General Meeting for year ending 31/03/2015	August / September 2015

12.3 Dates of Book Closure : August 14, 2014 to September 05, 2014 (both days inclusive)

12.4 Dividend payment date : September 08, 2014 (tentative)

12.5 (a) Listing on Stock Exchanges as of 31.03.2014 :

The Bombay Stock Exchange Ltd. Phiroze Jeejeebhoy Towers, Dalal Street, Mumbai – 400 001	The National Stock Exchange of India Ltd. Exchange Plaza, 5th Floor, Plot No. C/1, G Block, Bandra-Kurla Complex, Bandra East, Mumbai – 400 051
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12.6 (b) Listing fees : Listing fees for financial year 2014-15 have been paid to the Stock Exchanges in April, 2014

12.7 Stock Codes :

BSE : 500104
NSE : HINDPETRO
ISIN (for trading in Demat form) : INE094A01015



Corporate Governance

12.8 Stock Market Data :

HPCL SHARE PRICE

(In ₹)

YEAR	BSE		NSE	
	HIGH	LOW	HIGH	LOW
2013-14	324.80	158.45	325.00	158.00
2012-13	381.40	275.30	381.65	260.25
2011-12	419.50	238.75	480.35	238.05
2010-11	555.45	293.25	555.70	292.00
2009-10	425.00	242.50	425.90	242.65

PERFORMANCE IN COMPARISON TO BROAD BASED INDICES			
AS ON	HPCL SHARE ₹	BSE SENSEX	NSE NIFTY
31.03.2014	309.75	22386.27	6704.20
31.03.2013	285.10	18835.77	5682.55
31.03.2012	303.20	17404.20	5295.55
31.03.2011	356.95	19445.22	5833.75
31.03.2010	318.45	17527.77	5249.10

HPCL SHARE PRICE MONTHLY DATA:

BOMBAY STOCK EXCHANGE					NATIONAL STOCK EXCHANGE				
Month	High (₹)	Low (₹)	Close (₹)	Volume (No.)	Month	High (₹)	Low (₹)	Close (₹)	Volume (No.)
Apr-13	321.25	279.00	307.15	1948459	Apr-13	322.10	279.00	307.00	14199579
May-13	324.80	280.50	281.30	2208761	May-13	325.00	280.80	281.70	16261722
Jun-13	287.50	240.00	253.80	1561196	Jun-13	286.40	239.90	253.10	11970673
Jul-13	261.75	190.80	211.65	2814442	Jul-13	261.80	190.65	211.65	22371962
Aug-13	215.00	158.45	167.55	5082334	Aug-13	215.00	158.00	167.75	24953595
Sep-13	210.80	161.00	191.65	5591748	Sep-13	210.55	161.50	192.15	37580653
Oct-13	203.20	183.45	201.45	3627277	Oct-13	203.00	183.55	201.35	21188953
Nov-13	230.70	199.00	215.35	3355181	Nov-13	231.00	198.60	214.95	25957628
Dec-13	245.05	209.00	237.20	2196768	Dec-13	245.20	208.60	237.30	20133164
Jan-14	245.30	214.45	244.45	2184414	Jan-14	245.65	214.50	244.25	20832172
Feb-14	266.00	232.10	264.45	1238315	Feb-14	265.90	232.00	264.75	15345519
Mar-14	315.40	260.90	309.75	3492713	Mar-14	315.75	260.60	309.80	40095967



Corporate Governance

PER SHARE AND RELATED DATA:

		2013-14	2012-13	2011-12	2010-11	2009-10
Per Share Data	Unit					
EPS	₹	51.20	26.72	26.92	45.45	38.43
CEPS	₹	119.30	96.86	77.70	98.54	78.86
Dividend	₹	15.50	8.50	8.50	14.00	12.00
Book Value	₹	443.32	405.35	387.52	370.49	341.32
Share Related Data	Unit					
Dividend Payout	%	35.42	37.22	36.70	35.80	36.41
Price to Earning *	Multiple	6.05	10.67	11.27	7.85	8.27
Price to Cash Earning*	Multiple	2.60	2.94	3.90	3.62	4.04
Price to Book Value	Multiple	0.70	0.70	0.78	0.96	0.93
* Based on March 31,2014 closing price (BSE)		309.75	285.10	303.20	356.95	318.45

12.9 Registrars and Transfer Agents: **M/s. Link Intime India Pvt.Ltd.**
 Unit HPCL
 C-13, Pannalal Silk Mills Compound,
 L.B.S. Marg, Bhandup (W),
 Mumbai - 400 078
 Telephone No. (022) 25963838
 Fax No. (022) 25966969
 E-mail: mumbai@linkintime.co.in

12.10 Share Transfer System

Activities relating to Share Transfers are carried out by M/s. Link Intime India Pvt.Ltd. the Registrars and Transfer Agents of the Company, who have arrangements with the Depositories viz., National Securities Depository Limited and Central Depository Services (India) Limited. The transfers are approved by the Share Transfer Committee. Share transfers are registered and Share Certificates are despatched within stipulated period from the date of receipt if the documents are correct and valid in all respect.

The number of Physical shares transferred during the last two years:

2013-14 : 18375 Shares

2012-13 : 17650 Shares

12.11 Status of Investor Services:

Sr. No.	NATURE OF CORRESPONDENCE	Nos.
1	Share Transfers & related issues / Demat / Warrant Conversion	34
2	Transmission of shares / Nomination of Shares	34
3	Issue of Duplicate Share Certificates / Bonus / Rectification of shares	452
4	Dividend related issues / ECS / Bank Mandates	1326
5	Request for Change of Address	98
6	Call Money Payment Correspondence / Reminders / Forfeiture Shares	2
7	References through Statutory / Regulatory bodies like ROC / SEBI / NSE / BSE / NSDL / CDSL	10
8	Others	67
TOTAL		2023



Corporate Governance

All complaints received from SEBI, Stock Exchanges, Department of Company Affairs etc., have been appropriately dealt with.

12.12 Dematerialisation of shares and liquidity:

The total number of shares dematerialised as on 31.03.2014 is 33,67,40,889 representing 99.44% of Issued and Subscribed share capital including shares held by the Government of India. Trading in Equity shares of the Company is permitted only in dematerialised form, w.e.f., February 15,1999 as per notification issued by the Securities and Exchange Board of India.

12.13 Outstanding GDRs / ADRs / Warrants or any convertible instruments, conversion date and likely impact on equity:

There are no outstanding GDRs/ADRs/Warrants to be converted into Equity shares.

12.14 Plant Locations:

The Corporation has 2 Refineries located at Mumbai and Visakh. It has 100 Regional offices, 35 Terminals/ Tap off Points, 90 Depots 46 LPG Bottling Plants, 12869 Retail outlets, 35 ASFs, 1638 SKO / LDO Dealers and 3506 LPG Distributors located all over the country.

12.15 Address for correspondence

Registrars and Transfer Agents:	Company's Shares Department:
M/s. Link Intime India Pvt. Ltd. Unit: HINDUSTAN PETROLEUM CORPN. LTD. C-13, Pannalal Silk Mills Compound, L.B.S. Marg, Bhandup (West), Mumbai - 400 078 Telephone No.: 022 – 25963838. Fax No.: 022 – 25946969 E-mail:mumbai@linkintime.co.in	HINDUSTAN PETROLEUM CORPN. LTD. Shares Department, 2nd Floor, Petroleum House, 17, Jamshedji Tata Road, Churchgate, Mumbai - 400 020 Telephone No.: 022 - 22863204 /3201/3233/3239/3208 Fax No.: 022-22874552/22841573 E-mail: hpclinvestors@hpcl.co.in

12.16 Distribution Schedule as on 31.03.2014 :

No. of Shares	Physical Holding		Dematerialised Holding		Total Shareholding		Percentage	
	No. of Shareholder	No. of Shares	No. of Shareholder	No. of Shares	No. of Shareholder	No. of Shares	Shareholders	Holding
1-500	8772	1549305	81881	8252800	90653	9802105	93.05	2.89
501-1000	384	279825	3612	2754864	3996	3034689	4.10	0.90
1001-5000	31	50931	2076	4120954	2107	4171885	2.16	1.23
5001-10000	1	6300	202	1539108	203	1545408	0.21	0.46
10001 & above	0	0	467	320073163	467	320073163	0.48	94.52
TOTAL	9188	1886361	88238	336740889	97426	338627250	100	100



Corporate Governance

12.17 Shareholding Pattern :

CATEGORY	As on 31.03.2014			As on 31.03.2013		
	No. of Holders	Shares held	% of total issued shares	No. of Holders	Shares held	% of total issued shares
THE PRESIDENT OF INDIA	1	173076750	51.11	1	173076750	51.11
FINANCIAL INSTITUTIONS	39	41597801	12.28	39	41227783	12.17
FII/OCBs	134	36061551	10.65	143	33007049	9.75
BANKS	19	987126	0.29	20	1054667	0.31
MUTUAL FUNDS	117	32293017	9.54	126	39194301	11.57
NRIs	2877	952205	0.29	2995	1126106	0.34
EMPLOYEES (Physical)	595	253595	0.07	624	267195	0.08
OTHERS	93644	53405205	15.77	97077	49673399	14.67
TOTAL	97426	338627250	100.00	101025	338627250	100.00

12.18 Code of Conduct:

In compliance with the terms of clause 49 of the Listing Agreement with Stock Exchanges, "Code of conduct for Board Members and Senior Management Personnel of Hindustan Petroleum Corporation Limited" has been devised and made effective 1.1.2006. The purpose of this Code is to enhance further ethical and transparent process in managing the affairs of the company. This Code has been made applicable to

- All Whole-Time Directors
- All Non-Whole Time Directors including independent Directors under the provisions of law and
- Senior Management Personnel.

This code would be read in conjunction with the Conduct, Discipline & Appeal Rules for Officers applicable to Whole time Directors and Senior Management Personnel.

All the Board Members and Senior Management Personnel have provided the Annual Compliance Certificate duly signed by them as on March 31, 2014.

12.19 Compliance of Clause 49 of the Listing Agreement

The Corporation is complying with the various mandatory and non-mandatory Corporate Governance requirements envisaged under Clause 49 of the Listing Agreement with the Stock Exchanges and the DPE guidelines on Corporate Governance. With regard to appointment of required number of Independent Directors, the Corporation has already taken up the same with its Administrative Ministry i.e. Ministry of Petroleum & Natural Gas, New Delhi.

12.20 The Corporation has a Whistle-Blower Policy in place and no personnel have been denied access to the Audit Committee.

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DECLARATION OF THE CHAIRMAN & MANAGING DIRECTOR

This is to certify that the company has laid down Code of Conduct for all Board Members and Senior Management of the Company and the same are uploaded on the website of the company – <http://www.hindustanpetroleum.com>.

Further certified that the Members of the Board of Directors and Senior Management Personnel have affirmed and having complied with code as applicable to them during the year ended March 31, 2014.

Nishi Vasudeva

Chairman & Managing Director