

Sec. 3.4.1 (L)

9<sup>th</sup> January, 2020

The Secretary,  
**BSE Ltd.**  
Phiroze Jeejeebhoy Towers,  
Dalal Street,  
Mumbai – 400 001  
**BSE Scrip Code : 500547**

The Secretary,  
**National Stock Exchange of India Ltd.**  
Exchange Plaza, Plot No.C/1,  
G.Block, Bandra- Kurla Complex  
Mumbai – 400 051  
**NSE Symbol : BPCL**

Dear Sir/Madam,

**Sub: Reconciliation of Share Capital Audit for the quarter October – December, 2019**

As per SEBI Circular, we enclose the Audit Certificate in respect of Reconciliation of Share Capital Audit for the quarter October-December, 2019 received from Practising Company Secretary.

We request you to take the same on record.

Thanking you,

Yours faithfully,  
**For Bharat Petroleum Corporation Limited**

  
( **R. Sundaravadhanan** )  
**Dy. Company Secretary** 

Encl: A/a



To

The Board of Directors

**M/s. BHARAT PETROLEUM CORPORATION LIMITED**

Bharat Bhavan, 4 & 6, Currimbhoy Road

Ballard Estate

Mumbai – 400 001

Dear Sir

**SUB: RECONCILIATION OF SHARE CAPITAL AUDIT**

I have examined the Register of Members, Beneficiary details furnished by the Depositories and other related records/documents maintained by **M/s. BHARAT PETROLEUM CORPORATION LIMITED** (hereinafter referred to as “the Company”) and its Registrar and Share Transfer Agents, M/s. Data Software Research Company Private Limited (RTA) for issuing this certificate, in accordance with Circular No. CIR/MRD/DP/30/2010 dated 06 September, 2010 issued by the Securities and Exchange Board of India. In my opinion and to the best of my knowledge and according to the information and explanations given to me and based on such verification as considered necessary, I hereby report the following:-

**CERTIFICATE**

1. **For the quarter ended** : 31.12.2019
2. **ISIN** : **INE029A01011**
3. **Face Value** : Rs.10 each
4. **Name of the Company** : **Bharat Petroleum Corporation Limited**
5. **Registered office address** : Bharat Bhavan, 4 & 6, Currimbhoy Road,  
Ballard Estate, Mumbai – 400 001
6. **Correspondence Address** : Investor Relations Department  
Bharat Bhavan I , Fourth Floor, 4 & 6 Currimbhoy  
Road Ballard Estate, Mumbai – 400 001
7. **Telephone &  
Fax Nos** : 022 – 2271 3435 & 2271 3437  
022 – 2271 3688



8. **Email Address** : [ssc@bharatpetroleum.in](mailto:ssc@bharatpetroleum.in)
9. **Name of the Stock Exchanges where the company's securities are listed** : BSE Limited, Mumbai  
National Stock Exchange of India Limited
10. **Issued Capital** : 2,16,92,52,744 Equity shares
11. **Listed Capital /Paid up Capital** : 2,16,92,52,744 Equity shares
- |  |   | Number of Shares       | % of Total Paid Up Capital |
|--|---|------------------------|----------------------------|
| 12. <b>Held in Dematerialised form in CDSL</b> | : | 2,11,42,424            | 0.98                       |
| 13. <b>Held in Dematerialised form in NSDL</b> | : | 2,12,60,25,769         | 98                         |
| 14. <b>Physical</b>                            | : | 2,20,84,551            | 1.02                       |
| 15. <b>TOTAL (12+13+14)</b>                    | : | <b>*2,16,92,52,744</b> | <b>100.00</b>              |
- \*Out of the above, for 38,700 shares permission is to be sought for trading from the Stock Exchanges in view of pending transmissions / in transit / court cases.
16. **Reasons for difference if any, between (10&11), (10&15), (11&15)** : NIL
17. **Details of changes in Share Capital during the quarter under consideration (if any)** : NIL
18. **Register of Members is updated (Yes/No)** : Yes
19. **Reference of previous quarter with regard to excess dematerialised shares, if any** : NIL
20. **Has the company resolved the matter mentioned in point no-19 above in the current quarter? if not, reason why?** : NIL




*[Handwritten signature]*

21. **Status on confirmation of dematerialisation requests received by the company** : The Dematerialisation requests received during the quarter ended 31.12.2019 have been confirmed within 15 days from the date of receipt of requests and that no request for dematerialisation is pending.
22. **Name, Telephone & Fax No of the Compliance Officer of the company** : Mr. M Venugopal – Company Secretary  
Fax - 022 – 2271 3688  
Tel - 022 – 2271 3687
23. **Name, Address, Telephone, Fax No. Registration Number of the Secretarial Auditor** : V Mahesh & Associates  
Company Secretaries  
No39/19, Aspen Court, III floor, 6<sup>th</sup> Main Road,  
R.A.Puram, Chennai : 600028  
Telefax : 91-44-2435 4113  
CP No. 2473
24. **Appointment of Common Agency for the share registry work** : Data Software Research Company Private Limited  
No.19, Pycrofts Garden Road.  
Off Haddows Road  
Nungambakkam, Chennai – 600 006.  
Tel - 044-28213738/4487  
Fax - 044-28214638
25. **Any other details** : NIL



For V Mahesh & Associates  
Company Secretaries

Place : Chennai  
Date : 07.01.2020

Signature :   
Name of Company Secretary : V MAHESH  
Designation : Company Secretary  
C.P Number : 2473  
UDIN : F004162B000018847