

*Last updated 04-07-2024*

**INFORMATION REGARDING NUMALIGARH REFINERY LIMITED  
AS PER CHAPTER-II, SECTION 4(1), SUBCLAUSE (b) OF RIGHT TO  
INFORMATION ACT 2005.**

## **1. Particulars of Organisation, Functions and Duties [Section 4(1) b(i)]**

### **Particulars of organisation**

- Numaligarh Refinery Limited (NRL) was established as a Company on 22<sup>nd</sup> April 1993 in accordance with the provisions made in the historic Assam Accord signed on 15<sup>th</sup> August 1985.

Please click here for Genesis (<https://www.nrl.co.in/Genesis>).

The organisation leadership details is available in the link <https://www.nrl.co.in/Leadership>.

- The 3 MMTPA Refinery was dedicated to the nation by former Prime Minister of India Shri Atal Bihari Vajpayee on 9<sup>th</sup> July 1999. NRL has been able to display credible performance since commencement of commercial production in October 2000.
- NRL has embarked on a major integrated Refinery Expansion Project to treble its capacity from 3 MMTPA to 9 MMTPA at an estimated investment of more than Rs. 28,000 Crore, one of the highest in the region. The project also includes setting up of a Crude Oil Import Terminal at Paradip Port in Odisha and laying of about 1640 KM of pipelines for transportation of imported Crude Oil to Numaligarh.

The present authorised capital of the company is Rs. 5,000 Crore and paid-up capital is Rs. 1615.13 Crore.

### **Shareholding Pattern of NRL w.e.f. 31/05/2024**

Oil India Limited	69.63%
Govt. of Assam	26.00%
Engineers India Limited	04.37%

### **Refinery Configuration:**

Numaligarh Refinery has a capacity to process 3 MMTPA of indigenous Assam crude Oil with a configuration designed to maximise the production of middle distillates. The Distillate Yield of the Refinery is highest amongst the PSU Refineries in the country.

### **Refinery Process Units:**

- Crude Distillation Unit
- Vacuum Distillation Unit
- Delayed Coker unit
- Hydrocracker Unit
- Hydrogen Unit
- Coke Calcination Unit
- Sulphur Recovery Block

- Motor Spirit Plant
- Naphtha Splitter Unit
- Wax Plant

**Refinery Products:**

- LPG
- Naphtha
- Motor Spirit
- High Speed Diesel
- Aviation Turbine Fuel
- Superior Kerosene Oil
- Raw Petroleum Coke
- Calcined Petroleum Coke.
- Sulphur
- Wax
- Nitrogen
- Mineral Turpentine Oil (MTO)
- Special Boiling Point Spirit (SBPS)
- Liquid Sulphur

NRL has its registered office at NRL Centre, 122A, G. S. Road, Christianbasti, Guwahati, Assam, PIN: 781005, Assam. Its other offices are in the following locations:

Office	Address
Refinery Unit	Pankagrart, P.O: Numaligarh Refinery Complex, Dist.: Golaghat, Assam, Pin-785 699, Phone: 03776-265593/265594
Coordination Office	Tolstoy House, 6th Floor, 15-17, Tolstoy Marg New Delhi – 110 001 (India) Phone: (011) 23739411, 23343902
Siliguri Office	Siliguri Marketing Terminal (Near Rangapani Railway Station) P.O.: Rangapani, Siliguri Dist.: Darjeeling, West Bengal - 743434.
Kolkata Office	Bharat Bhawan, 4 <sup>th</sup> Floor, Plot No: 31, KIT Scheme No: 118 Prince Gulam Md Shah Road Golf Green, Kolkata-700095 Board No: 033-24293054, 24293055
Paradeep Project Office	Numaligarh Refinery Limited Paradip Bhawan, Ground Floor Near PPT Administrative Building, P.O.: Madhuban Paradip, Dist.: Jagatsinghpur, Odisha – 754142.

Liaison Office, Dhaka, Bangladesh	Numaligarh Refinery Limited Niharika Concord Tower, 7A Road No. 4, Banani, Dhaka-1213, Bangladesh.
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## **Functions and Duties**

The main activities of NRL are Refining and Marketing of petroleum products, aligned with its Corporate Vision, Mission and Objectives.

### **Corporate Vision**

To be a vibrant, growth-oriented energy company of national standing and global reputation having core competencies in Refining and Marketing of petroleum products committed to attain sustained excellence in performance, safety standards, customer care and environment management and to provide a fillip to the development of the region.

### **Corporate Mission**

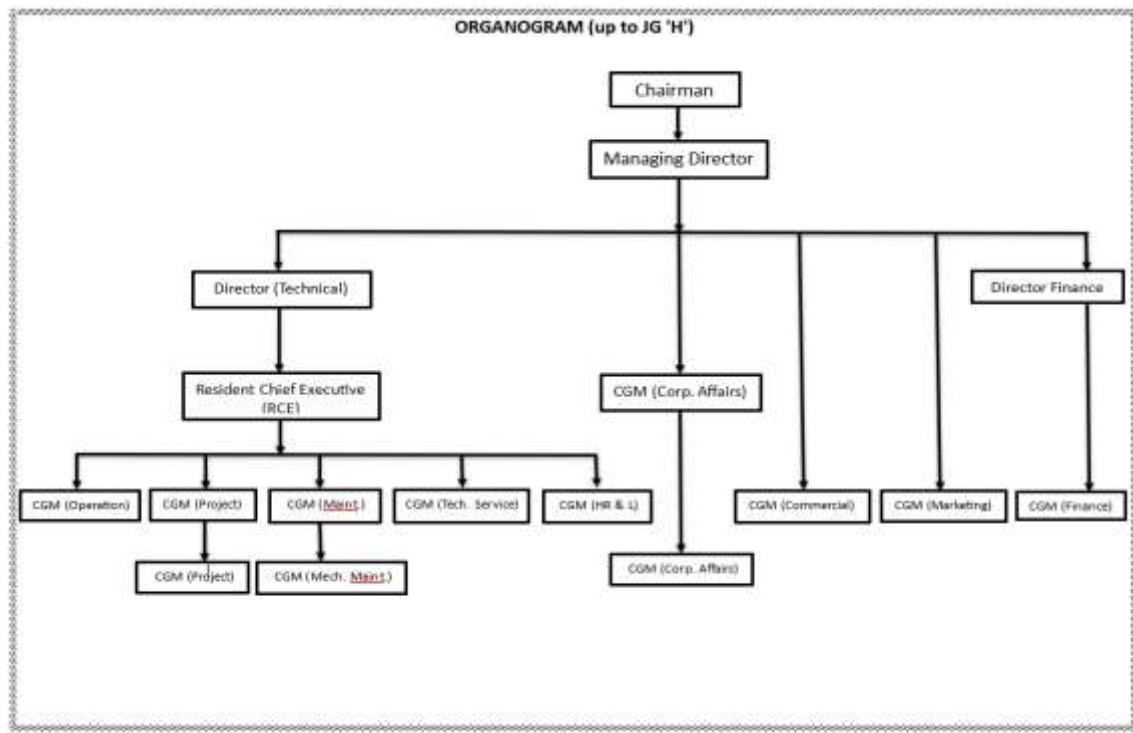
- Develop core competencies in Refining and Marketing of petroleum products with a focus on achieving international standards on safety, quality and cost.
- Maximise wealth creation for meeting expectations of stakeholders.
- Create a pool of knowledgeable and inspired employees and ensure their professional and personal growth.
- Contribute towards the development of the region.

### **Corporate Objective**

To excel in its performance, NRL would strive to:

- Maximise refinery capacity utilisation and optimise product pattern by efficient refinery operation.
- Ensure smooth and timely evacuation of products, create a sound customer base and necessary marketing infrastructure.
- Achieve highest standards in product quality, safety, health and environment protection.
- Manage and operate the facilities in an efficient and cost-effective manner for generation of adequate internal resources.
- Inculcate best business practices through the use of ERP and E-Commerce.
- Focus on development and growth of Human Resource through proper training and career planning.
- Plan for production and marketing of low volume, high value products.
- Remain at the technological forefront by continuous upgradation of in-house expertise and absorption of the latest technologies.
- Establish strong corporate identity and brand equity.
- Facilitate economic and industrial development of the region.

**Organization Chart of NRL for key positions is as below**



**2. Powers and Duties of Officers and Employees [Section 4(1) b (ii)]**

The powers and duties of management and non-management staff of the Company are derived mainly from job descriptions, manuals, terms and conditions of appointment and 'Delegation of Authority' document finalised by the management for each Function. The management and non-management staff of the Company are appointed for carrying out business operations in line with the objective specified in the Memorandum of Association of the Company.

Business plans for each department are finalised by the management with specific targets and timelines which are reviewed at the end of the financial year. The business plan is aligned to the yearly MoU targets of the Company with its holding Company and provides the requisite direction of execution of duties for each department and its employees. Work allocation is decided by HoDs of every department.

Exercise of duties of each employee including management and non-management staff is monitored by reporting officers and finally at the HoD level.

**3. Procedures followed in decision making process [Section 4(1) b (iii)]**

The decision-making process of the Company follows the following channel:

Board of Directors  
Standing Committee of Board of Directors  
Committee of Functional Directors  
Managing Director

## Functional Directors

Below board level executives as specified in Delegation of Authority

NRL is a Company managed by its Board of Directors, constituted under the Companies Act, 1956. Overall management of the Company is vested with the Board of Directors, which is the highest decision-making authority within the Company.

NRL being a Central Public Sector Enterprise (CPSE) under the Ministry of Petroleum and Natural Gas, Govt. of India, the Board of Directors of the Company is accountable to the Govt. of India.

The day-to-day management of the Company is entrusted by the Board of Directors to the Managing Director, Functional Directors, and Officers of the Company as per Delegation of Authority.

Exercise of the decision-making powers is as per the Delegation of Authority. The powers, which are not delegated, are exercised by the Board of Directors subject to the restrictions and provisions of the Companies Act, 2013.

Annual Business plans for each department which includes specific targets and finalised by the Management with specific targets and timelines which are reviewed at the end of the financial year. The business plan is aligned to the yearly MoU targets of the Company with its holding Company and provides the requisite direction of execution of duties for each department and its employees. Work allocation and exercise of duties by employees is monitored by the HoDs.

HoDs oversee the functioning of various departments and Special Committees are formed from time to time to deal with other than regular matters of importance.

Presently, constitution of NRL Board of Directors is as below:

### **Board of Directors**

#### **Whole time Directors**

<b>Sl. No.</b>	<b>Name and position held</b>	<b>Official address</b>
1	<b>Shri Bhaskar Jyoti Phukan</b> Managing Director and Director (Tech.) I/c	Numaligarh Refinery Limited 122A, G. S. Road, Christianbasti, Guwahati -781005, Assam. Phone: (0361)2800161 Email: <a href="mailto:bhaskar.phukan@nrl.co.in">bhaskar.phukan@nrl.co.in</a>
2	<b>Shri Sanjay Choudhuri</b> Director (Finance)	Numaligarh Refinery Limited 122A, G. S. Road, Christianbasti, Guwahati-781005, Assam. Phone: (0361)2800162 Email: <a href="mailto:sanjay.choudhuri@nrl.co.in">sanjay.choudhuri@nrl.co.in</a>

#### **Independent Directors (Non-Official)**

Sl. No.	Name and position held	Official/Communication Address
1	<b>Shri Sudip Pradhan</b> Academician	Central Pendam, Duga, Near B.D.O. Office, East Sikkim, Sikkim, Pin - 737132 Email: <a href="mailto:sudippradhan@hotmail.com">sudippradhan@hotmail.com</a>
2	<b>Smt. Priyambada Kumari Keshri</b> Agriculturist and Social Worker	C/o Dr. Sunil Keshri G/5, Peri Vidya Mohan Sadan Shahi Lane, S. P. Verma Road Patna, Pin-800001, Bihar Email: <a href="mailto:saipriyambadakeshri@gmail.com">saipriyambadakeshri@gmail.com</a>

**Ex-officio Part-time Directors representing Oil India Limited, Govt. of Assam, and Govt. of India**

Sl. No.	Name and position held	Official address
1	<b>Dr. Ranjit Rath</b> Chairman & Managing Director, Oil India Limited and Chairman, NRL	Oil India Limited (OIL) Plot No. 1A/1, SB Tower, 6 <sup>th</sup> floor, Sector-16A, Noida – 201301, UP Phone: (0120) 2488301 Email: <a href="mailto:cmd@oilindia.in">cmd@oilindia.in</a>
2	<b>Dr. Ravi Kota, IAS</b> Additional Chief Secretary to the Govt. of Assam Industries, Commerce and Public Enterprises Department	Industries, Commerce and Public Enterprises Department CM Block, 3rd Floor, Dispur, Guwahati-781006 Phone: (0361) 22372550 Email: <a href="mailto:ravikotaias@gmail.com">ravikotaias@gmail.com</a>
3	<b>Shri Anand Kumar Jha</b> Deputy Secretary to the Govt. of India MOP & NG	Govt. of India Ministry of Petroleum & Natural Gas Shastri Bhawan. New Delhi-110001 Phone: (011) 23388764 Email: <a href="mailto:jha.anandkumar@nic.in">jha.anandkumar@nic.in</a>

**4. Norms for discharge of functions [Section 4 (1) b (iv)]**

- Exercise of the decision-making powers is as per the Delegation of Authority for different functions.
- The discharge of function is also guided by the Management policies as uploaded in 'Management Policies' link in Home page of NRL Website <https://www.nrl.co.in>.
- HoDs oversee the functioning of various departments and Special Committees are formed from time to time to deal with other than regular matters of importance.
- Detailed execution of the job is being done under the guidance of the in-charge/HoD of the respective departments.
- Annual Business Plan for each department which includes specific targets and timelines is finalised by the Management and reviewed at the end of the financial year. The business plan is aligned to the yearly MoU targets of the Company with its holding Company.

- Grievances, if any, of employees are addressed through a Grievance Redressal System. Grievances other than employees are handled through meetings and discussions with the concerned stakeholders. NRL Website and social media platforms are also mediums for receiving feedback and addressing minor grievances related to information flow.

**5. Rules, regulations, instructions manual and records for discharging functions [Section 4 (1) b(v)]**

NRL has a well-defined procedure and framework of guidelines in the form of Delegation of Authority, laid down policies, manuals, compliance of provisions of various statutes, rules and regulations, in addition to guidelines of Department of Public Enterprises, guidelines of Chief Vigilance Commission and Central Information Commission. The Company is also guided by its Article of Association and robust Corporate Governance principles. The Company issues administrative instructions and guidelines from time to time for facilitating discharge of functions in a systematic manner.

There is no transfer policy in NRL as on date. Transfer orders are issued by the management at least once a year during publication of the promotion list. Lateral transfer orders are issued from time to time depending on job requirement and vacancies arising on account of superannuation and resignations.

**6. Categories of documents held by the authority under its control [Section 4 (1)b(vi)]**

Category wise important documents in the form of Internal Rules, Regulations, Manuals & Records, SoPs along with departments holding its custody are given below:

**A. Matters pertaining to Company Secretary/Corporate Affairs Department**

1. Memorandum & Articles of Association.
2. Decisions of the Board of Directors and sub-committees of the Board from time to time as contained in the minutes book
3. MoU with holding Company and MoU ratings
4. Annual Returns

**B. Matters pertaining to Finance & Accounts**

1. Finance Delegation of Authority
2. Revenue Budget Manual
3. Fixed Asset Capitalisation Manual
4. Financial Results
5. Annual Reports
6. Internal Audit Manual

**C. Matters pertaining to Work Contract, Sales, Procurement, Inventory etc.**

1. Commercial Delegation of Authority
2. General Conditions of Contract (GCC)
3. Manual for Procurement of Works
4. Manual for Procurement of Goods
5. Manual for Procurement of Consultancy and other Services
6. Manual for Procurement of Works for Mega Projects
7. Tender Documents & Internal Files

**D. Matters pertaining to Marketing**

1. Marketing Delegation of Authority

**E. Establishment matters pertaining to NRL employees.**

1. CDA (Conduct, Discipline and Appeal) Rules for Management Staff
2. Standing Orders for Non-Management Staff
3. HR Delegation of Authority
4. Promotion Policy
5. Leave Rules
6. Compensation and Benefits manual for Management and Non-Management Staff
7. Medical Attendance and Treatment Rules
8. Post-Retirement Medical Benefits
9. Guidelines on Use and Occupancy of Residential Quarters
10. Rules pertaining to House Building Advance, Conveyance Advance etc.
11. CSR (Corporate Social Responsibility) Manual
12. Land and other property related documents

**F. Plant operations**

1. Operational Manuals
2. SOPs (Standard Operating Procedures) for different Plant Units
3. Preventive and Predictive Maintenance Manual

**G. Human Resources Development**

1. PMS (Performance Management System) Handbook
2. Training Manual

**H. Public Relations and Corporate Communications**

1. Media and Advertisement Policy
2. NRL Brand Manual

**I. Health, Safety & Environment (HSE)**

1. Disaster Management Plan
2. Fire & Safety Manual
3. Safety Management Manual
4. Contractor Safety Manual

**J. Integrated Information System**

1. SAP Manual
2. Document Retention Policy
3. AAROHAN - Paperless Office Manuals

**K. NREP (Numaligarh Refinery Expansion Project)**

1. Delegation of Authority
2. Detailed Feasibility Report

**L. Documents pertaining to legal matters**

1. Petition, complaints, written statements and other documents submitted to Hon'ble Courts, tribunals, etc.
2. Orders of Hon'ble Courts.

Policy for preservation of Documents is available in NRL Website link [Policy on Preservation of Documents](#).

Printed manuals have been converted to digital format and is available in Local Area Network of NRL.

**7. Particulars of any arrangement that exists for consultation with the members of the Public in relation to formulation of NRL's Policies and implementation thereof. [Section 4(1) b (vii)]**

NRL is a commercial organisation and policies formulated by it relate to its internal management and hence there is no arrangement for consultation with the members of the Public prior to formulation of its internal policies. However, internal policies of the Company are formulated complying with the applicable provisions of the constitution, statutes, rules & regulations, etc.

**8. Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1) b (viii)]**

Board of Directors is constituted following the provisions of the Companies Act., 2013 consisting of Govt. of India nominees, nominees from promoters viz. M/s OIL India Limited, Govt. of Assam, and Engineers India Limited. The Board comprises Functional

Directors, Government. Nominated Directors, and Independent Directors (which also include women Directors). Present constitution of the NRL Board of Directors is available in the link <https://www.nrl.co.in/Leadership>.

**List of Sub-Committees of the Board of NRL are as under:**

- A. Audit Committee
- B. Nomination Remuneration Committee
- C. Standing committee of Board
- D. Committee of Functional Directors
- E. Risk Management Committee
- F. Health & Safety Committee
- G. Corporate Social Responsibility & Sustainability Committee
- H. Share Transfer Committee

NRL Board is reconstituted from time to time depending on the appointment of the members by the Government of India as per DPE guidelines based on vacancy, selection, tenure and superannuation. Sub-Committees of the Board of NRL are also reconstituted from time to time depending on the requirement.

The powers and functions of the Board and its Subcommittees are defined in DPE guidelines, Companies Act 2013, Memorandum of Association and Corporate Governance Guidelines.

While decisions taken or minutes of the meeting of the Board and its Subcommittees are not accessible by the public, important decisions regarding the company and/or its management are being communicated to the statutory authorities and to the public as required under the law from time to time.

## **9. Directory of Officers and Employees [Section 4(1) (b) (ix)]**

NRL has a total of 1061 Employees as on 04-06-2024. The breakup is as under:

<b>Group</b>	<b>Total no. of Employees</b>
Management	597
Non-Management	464

Directory of officers and staff who are in the permanent payroll of the Company is dynamic and is maintained by the HR Department.

**10. Monthly Remuneration received by officers & employees including system of compensation [Section 4(1) (b) (x)]**

**Pay scales of Management Staff**

<b>Grade</b>	<b>Scale of Pay</b>
01	Rs. 40000-140000
02	Rs. 50000-160000
A	Rs. 60000-180000
B	Rs. 70000-200000
C	Rs. 80000-220000
D	Rs. 90000-240000
E	Rs. 100000-260000
F, G & H	Rs. 120000-280000

**Pay scales of Non-Management Staff**

<b>Grade</b>	<b>Scale of Pay</b>
I	22000 – 56000
II	23500 – 62000
III	24500 – 94000
IV	25000 – 95000
V	27700 – 98000
VI	28700 – 100000
VII	29500 – 105000
VIII	31500 – 125000
IX	38000 – 135000
X	39000 – 139000

**Note:** In addition, Dearness Allowance, House Rent Allowance/Company Accommodation/Leased Accommodation, Conveyance Expenses, Medical Benefits, Leave Travel Concessions, Leave Encashment, Provident Fund, Gratuity/PF etc. are provided as per the Company's rule in force from time to time.

The remuneration of the Management Staff of the Company is governed by the guidelines of the Department of Public Enterprises, Government of India. The pay scales of Management Staff are of Industrial DA pattern.

The pay scale of Non-Management Staff is as per long term settlement (LTS) signed by the Management with the Employees Union.

The remuneration of Non-Management Staff is fixed through negotiations with the recognized trade union and subsequent Long-Term Settlement (LTS) signed with NRL Management, subject to the overall guidelines of the Department of Public Enterprises, Government of India.

**11. Budget for the year 2024-25 for Capital Expenditure of Planned Projects, particulars of activities, proposed expenditure and disbursement made thereof. [Section 4(1) b (xi)]**

Project Cost (Rs. In Crores)	Name of major project and fund allotted thereof		Disbursement (Rs. In Crores)
	Name of project	Fund Allocated for 2024-25 (Rs. In Crores)	
18,968.00	Refinery capacity expansion from 3.0 to 9.0 MMTPA.	6040	*
9,058.00	Crude oil import terminal and pipelines	1898	*
7,231.00	Petrochemical Project	300	*
185.32	Grid Connectivity	50	*
93.57	Tube Bundle for HTER for HGU	27	*
370.00	DCU Revamp	100	*
230.00	Replacement of heater-coke chamber-sds of DCU	96	*
484.00	SMT Augmentation	325	*
338.00	Dabidubi LPG Facility	200	*
635.00	Coke Drum Structural Package (CDSP)	100	*
170.00	Green Hydrogen Plant 2.4 KTPA	105	*
189.00	Rajabari Land Development	32	*
293.50	Power Recovery Turbine (PRT) in PFCC Unit	27	*
1,672.38	Other Additional Facilities including Terminal infrastructure projects	350	*
	Total	9,650	(* To be disclosed after completion of financial year)

**12. Manner of execution of subsidy programme including amount allocated and the details of beneficiaries of such programs [Section 4(i) b (xii)]**

NRL does not run any subsidy programs / schemes for public.

However, NRL earmarks substantial amount of funds for its CSR activities and for sponsorships to socio-cultural organisations for organising various events. NRL also contributes to CM's Relief Fund in case of natural calamities. The company also offers scholarships to for meritorious students of economically disadvantaged sections of the society for pursuing higher education.

**13. Particulars of recipients of concessions, permits or authorizations granted by the public authority [Section 4(1) (b) (xiii)]**

NRL does not give out any concessions, permits or grant any authorisations.

**14. Information available or held in electronic form [Section 4(1) b (xiv)]**

**Information available to public in electronic form**

Most of the information relating to the Company is available in the Company's website at [www.nrl.co.in](http://www.nrl.co.in). In line with Section 4 (2) of RTI Act 2005, the Company provides as much information *suomoto* to the public at regular intervals by updating the same in the Company's website.

**Information held in electronic form**

NRL has on boarded SAP ERP (System Applications and Programming-Enterprise Resource Planning) solution to integrate all business functions of the Company in electronic format. SAP ERP system is used to automate digital workflows across the business functions of Finance, HR, Procurement, Operations, IT and e-Office approvals. The company has also implemented B2B (Business to Business) over SAP for seamless integration and exchange of business information with other Oil Companies.

NRL has also adopted Paperless Office solution named 'AAROHAN'. As such, all internal business processes including internal files, file noting, approvals are stored in electronic format.

NRL's Local Area Network, 'Eureka' is a self-service platform for employees to access information related to NRL's business as well as manuals, circulars and SOPs which govern its working on a day-to-day basis in electronic format. Further ESS/MSS (Employee Self Service/Manager Self Service) portals offer seamless services to employees for all claims and benefits electronically.

**15. Particulars of facilities available to citizens for obtaining information including the working hours of a library or reading room, if maintained for public use. [Section 4(1) b (xv)]**

As indicated in para 14, NRL Website [www.nrl.co.in](http://www.nrl.co.in) covers most of the information about the Company in the public domain.

NRL Social Media handles also publishes information and updates about the Company on a regular basis.

Apart from the above, any citizen of India who desires to obtain any other information about the company can make a request to the Central Public Information Officer of the Company in line with Section 6 (1) of RTI Act 2005 either in written format or online through portal [www.rtionline.gov.in](http://www.rtionline.gov.in) . RTI Replies are uploaded in the portal for online applications and sent to individual applicants in case of offline applications. RTI replies are also available in the link <https://www.nrl.co.in/NRL-RTI-Replies> of NRL Website.

**Application Fee under RTI**

As per directives given in the Gazette notification issued by Department of Personnel & Training, Ministry of Personnel, Public Grievances and Pensions, Govt. of India, vide No.34012/8(s)/2005-Estt.(B) dated 16/09/2005, the application for obtaining information under sub-section (1) of section 6 must be accompanied by prescribed application fee drawn in favour of Numaligarh Refinery Limited payable at the local office or in the online portal where the application has been submitted. At present the application fee, which is subject to change from time to time, is as under:

<b>Application fee</b>	Rs. 10.00 (Rupees ten only)
<b>Mode of payment</b> .	By cash/DD/IPO

BPL category citizens are not required to pay any fee provided necessary documents are produced in support of BPL category.

**Additional Fee for RTI queries**

In case it is decided to provide the information, the Requester shall be informed of the additional fees required to be deposited by him/her for the information sought and information shall be furnished after the deposit of the fee by the Requester, as per the Act.

As per directives given in the above-mentioned Gazette notification dated 16/09/2005, for providing the information under sub-section (1) of Section 7, an additional fee shall be charged. At present, the applicable rate for each additional page is Rs. 2.

**Appeal under RTI**

In case the requester does not receive a decision within the time specified in sub-section (1) or clause (a) of sub-section (3) of section 7, or is aggrieved by a decision of the CPIO, as the case may be, may within thirty days from the expiry of such period from the receipt of such a decision, write an appeal to the Appellate Authority for redressal of the grievance.

NRL has no separate library or reading room facility for public use.

**16. Name designation and other particulars of the Public Information Officers [Section 4(1) b (xvi)]**

**Central Public Information Officer**

Dr. Kajal Saikia  
CGM (HR & Legal)  
Numaligarh Refinery Limited,  
P.O - Numaligarh Refinery Complex,  
Dist - Golaghat, Assam, Pin - 785699,  
Phone: 03776-265678  
E-mail : [kajal.saikia@nrl.co.in](mailto:kajal.saikia@nrl.co.in)

**Nodal Officer**

Ms. M A Choudhury  
General Manager (Corporate Communications)  
Numaligarh Refinery Limited, 8<sup>th</sup> Floor, NRL Centre,  
122A, Christianbasti, G.S. Road, Guwahati – 781005  
Phone: 0361 – 2800160/2800165  
E-mail: [madhuchanda.adhikari@nrl.co.in](mailto:madhuchanda.adhikari@nrl.co.in)

**Appellate Authority in respect of appeal from the order of the Central Public Information Officers**

Shri Hemanta Kumar Nath  
Resident Chief Executive  
Numaligarh Refinery Limited  
P.O - Numaligarh Refinery Complex,  
Dist - Golaghat, Assam, Pin - 785 699  
E-mail: [hemanta.nath@nrl.co.in](mailto:hemanta.nath@nrl.co.in)

**17. Such other information as may be prescribed under Section 4(i) b (xvii)**

Information anticipated to be sought by the public is published in NRL Website i. e. <https://www.nrl.co.in>. Further, the website links are reviewed and realigned from time to time to include additional information as and when required.

