



Fraud Prevention Policy



GAIL (INDIA) LIMITED
GAIL Bhawan, 16 Bhikaji Cama Place,
R K Puram, New Delhi. Pin-110066



FOREWORD

GAIL has put in place various policies, systems and procedures to guide the employees in undertaking transaction(s) within and outside the organization to achieve higher transparency and uniformity in our business activities. Going further in this direction, I am pleased to release GAIL's "Fraud Prevention Policy". The Fraud Prevention Policy is being introduced in GAIL in line with our proactive approach in following the principles of Corporate Governance. The policy has been prepared keeping in view GAIL's diverse business processes and an attempt has been made to prevent, detect and allow for speedy disposal of fraud or suspected fraud.

GAIL has already established various preventive and predictive measures to detect fraudulent activity(ies) by deploying technology in all facets of its operations. This policy will further foster a honest and transparent environment amongst all employees and other stakeholders to actively participate in building GAIL's reputation, resources and enhancing stakeholder confidence in the company.

In this journey of ours, I look forward to many more milestones and realize our mission to achieve highest standards of Corporate Governance.

A handwritten signature in black ink, appearing to be 'B. C. Tripathi', written over a horizontal line.

(B. C. Tripathi)

“Fraud Prevention Policy”

1.INTRODUCTION :

1.1 GAIL (India) Ltd (GAIL) , A Public Sector Enterprise, targeting on being the leading company in natural gas and beyond with global focus, committed to customer care, value creation for all stakeholders and duly aware of environmental responsibility entrusted to it , enters into various activities in gas/petroleum sectors both nationally and internationally. “Excellence with Ethics” is the mantra of GAIL in conduct of its business.

1.2 GAIL has put in place various policies, systems and procedures to guide employees for undertaking various transaction(s) within and outside organisation to conduct the same in a transparent & uniform manner e.g Delegation of Powers (DOP), ERP-SAP, HR Policies, HSE, Code of Conduct for Directors and Senior Management Personnel, Conduct, Discipline and Appeal Rules for employees, Standing Orders , Service Rules and Integrity Pact with M/s Transparency International India, etc.

1.3 Department of Public Enterprises (DPE) issued revised guidelines on Corporate Governance for Central Public Sector Enterprises on 14.05.2010. These guidelines being mandatory in nature, inter alia, stipulate that BOARD should implement policies and procedures to include :

- I. Staff responsibilities in relation to fraud prevention and identification;
- II. Responsibility of fraud investigation once a fraud has been identified;
- III. Process of reporting on fraud related matters to management;
- IV. Reporting and recording process to be followed to record allegation of fraud; and
- V. Requirement of training to be conducted on fraud

prevention and identification.

1.4 Further, statutory auditors of the company are required to comment on the Fraud Prevention Policy of the company in their report to the Comptroller and Auditor General of India (C&AG) on the annual accounts of the company given in compliance of the provisions of Section 619(3) of the Companies Act, 1956.

1.5 In the light of the foregoing and keeping in view the approach of GAIL in following Corporate Governance principles proactively, it is appropriate that a Fraud Prevention Policy is formulated and implemented.

1.6 The policy statement is given below for implementation with immediate effect.

2. POLICY OBJECTIVES :

2.1 Objective of the Policy is to provide a system for detection, prevention and reporting of a fraud detected or suspected; and, handling of such matters pertaining to fraud.

2.2 The Policy guidelines as enumerated below stipulate as under :

- I. To ensure that management is aware of its responsibilities for detection and prevention of fraud and for establishing procedures for preventing fraud and/or detecting fraud when it occurs.
- II. to provide a clear guidance to employees and others dealing with GAIL forbidding them from involvement in any fraudulent activity and the action to be taken by them where they suspect any fraudulent activity;
- III. to conduct investigations into fraudulent or suspected fraudulent activities; and
- IV. to provide assurance that any and all suspected fraudulent activity/ activities will be fully investigated.
- V. to provide training on fraud prevention and

identification.

2.3 The above guidelines will not be in conflict with the guidelines issued by the Central Government/ Department of Public Enterprises and Central Vigilance Commission as amended from time to time.

2.4 The Policy is expected to ensure and provide for the following:

- I. The 'Fraud Prevention' is the responsibility of all – a 'culture' is to be created.
- II. That the management is fully aware of its responsibilities for detection and prevention of fraud and also for:
- III. Establishing procedures for preventing frauds and/or detecting fraud when it occurs.
- IV. Policy is expected to provide clear guidance to every one dealing with GAIL:
 - a. forbidding them from involvement in any fraudulent activity and
 - b. the action to be taken by them-where any fraudulent activity is suspected.
- V. Guidance as to how to conduct investigations in fraudulent activities.
- VI. To provide assurances to one and all, that any and all suspected fraudulent activity(s) will not be allowed and will be fully investigated.

3. SCOPE OF POLICY :

3.1 The policy applies to fraud or suspected fraud in *connection with business transaction(s) with GAIL* committed by employee(s), ex-employee(s) working as advisor(s), person(s) engaged on adhoc/ temporary/ contract basis, vendor(s), supplier(s), contractor(s), *customer(s)*, lender(s), consultant(s), service provider(s), any outside agency(ies) or their representative(s), employees of such agencies and/or any other parties.

4. DEFINITION :

4.1 "Fraud" is a wilful act committed by an Individual(s)/Entity(ies) - by deception, suppression, cheating or any other fraudulent or any other illegal means, thereby, causing wrongful gain(s) to self or any other individual(s) and wrongful loss to other(s). Many a times such acts are undertaken with a view to deceive/mislead others leading them to do or prohibiting them from doing a bonafide act or take bonafide decision which is not based on material facts.

4.2 "Nodal Officer" shall not be below the level of Senior Manager at Site Office. Officer -in-Charge not below the level of DGM shall be the Competent Authority to appoint the Nodal Officer for the Site Offices. In Corporate Office, each Functional Directorate will nominate a Nodal Officer not the below the rank of GM who will act as overall coordinator of the respective Directorate.

4.3 *Competent Authority concerned will notify the name and designation of link Nodal Officer who will discharge the duties and responsibilities of nodal officer during his/her leave.*

5.ACTIONS CONSTISTUTING FRAUD :

5.1 While fraudulent or suspected fraudulent activity could have a very wide range of coverage, the following are some of the act(s) which constitute fraud.

5.2 The list given below is only illustrative and not exhaustive :-

- I. Forgery or unauthorised alteration of any document or account belonging to the Company
- II. Forgery or unauthorised alteration of cheque, bank draft , E-banking transaction(s) or any other financial instrument etc.
- III. Misappropriation of funds, securities, supplies or others

- assets by fraudulent means etc.
- IV. Falsifying records such as pay-rolls, removing the documents from files and /or replacing it by a fraudulent note etc.
 - V. Wilful suppression of facts/deception in matters of appointment, placements, submission of reports, tender committee recommendations etc. as a result of which a wrongful gain(s) is/are made to one and wrongful loss(s) to the others.
 - VI. Utilizing Company funds for personal or other than official purposes.
 - VII. Authorizing or receiving payments for goods not supplied or services not rendered.
 - VIII. Destruction, disposition, removal of records or any other assets of the Company with an ulterior motive to manipulate and misrepresent the facts so as to create suspicion/suppression/cheating as a result of which objective assessment/decision would not be arrived at.
 - IX. Any other act that falls under the gamut of fraudulent activity.

6. NODAL OFFICER RESPONSIBILITIES IN RELATION TO FRAUD PREVENTION AND IDENTIFICATION

6.1 Nodal Officer(s) shall share the responsibility of prevention and detection of fraud and for implementing the "Fraud Prevention Policy" of the Company. It is the responsibility of all Nodal Officer(s) to ensure that complete mechanism in respect of Fraud Prevention Policy is in place within his area of control to :-

- I. Familiarise each employee with the types of improprieties that might occur in their area.
- II. Educate employees regarding the measures to be taken for prevention and detection of fraud.
- III. Create a culture whereby employees are encouraged to report any fraud or suspected fraud which comes to their knowledge, without any fear of victimization.
- IV. Promote awareness among the employees of ethical

principles subscribed to by the Company through CDA Rules/Standing orders.

- V. *Maintain date wise receipts and forwarding of complaints to Director concerned, CVO and ED(IA).*

7. Fraud Prevention & Detection Mechanism

7.1 Fraud Prevention:

Prevention encompasses an ethical environment, periodic fraud risk assessment and preventive internal control such as authority limits, policies and procedures . A strong tone at the top supported with preventive controls along with effectively implemented process serve as strong and effective deterrents for fraud.

A. Culture of Honesty and ethics:-

The most effective method of preventive fraud is creation of an ethical and transparent environment that promotes all employees to actively participate in protecting GAIL's reputation, resources and promoting stakeholder confidence in GAIL . This involves :

- I. Disclosure of conflict of interest
- II. Enforcement of CDA Rules
- III. Compliance with code of conduct of GAIL
- IV. Compliance with code of Internal Procedures and conduct in dealing with securities of the company
- V. Vendors/bidders signing Integrity Pact in bidding for contract with GAIL
- VI. Fraud awareness and training
- VII. Continuous Fraud risk monitoring and control

B. Fraud prevention Mechanism:

Following are fraud preventive mechanism in the company :

- I. Respective Nodal Officers will prepare all fraud risk assessment of their Sites /Zonal office / Corporate Office and forward the same to their concerned Corporate Nodal officer on quarterly basis. Respective Corporate

Nodal officer will consolidate fraud risk assessment reports received from Sites/Zonal offices/Corporate Office and prepare a Fraud Risk Assessment Report on quarterly basis & forward the same to Director concerned, CVO & ED (IA) of GAIL.

- II. Fraud Risk Assessment Report will be reviewed by Corporate Level Committee consisting of ED(C&P), ED(IA), ED (HR &Law) & GM (Vigilance) on half yearly basis & put up their recommendation to Audit Committee.
- III. Incorporation of Fraud prevention Policy in tender /GSA/GTA etc.
- IV. Promotion of Whistle Blower Policy and other fraud prevention and detection mechanism in the company.
- V. Bill Watch system, File Management System, Tender Monitoring System, E-banking payments/receipts, E-tendering & Reverse Auctions etc.

7.2 Fraud Detection:

Detective controls are designed to detect fraudulent activity, as well as errors in various business processes in SAP system implemented in the company. A lack of, or weaknesses, preventive controls increases the risk of fraud and in such cases there is greater burden on detective controls. Some examples of the detective controls are, segregation of duties, reconciliation, audits, independent reviews , physical inspection , periodic counts, surprise checks and periodical evaluations system control and surveillance system etc.

Detective controls are designed considering the fraud risk as such they may need to be flexible, adaptable and continuously changing to meet the various changes in fraud risk.

Whistle Blower policy, Bill Watch System, Tender Monitoring System, File Management System, E-tendering, E-banking payments / receipts, Reverse auction, Surveillance System & Complaint Handling Mechanism are other essential elements of Fraud detection process in the company.

8. RESPONSIBILITY OF ALL STAKEHOLDERS TO BE REFRAINED FROM ANY FRAUDULENT ACT WHILE MAKING BUSINESS TRANSACTION(S) WITH GAIL

8.1 Every employee; ex-employee working as advisor; person engaged on adhoc/temporary/contract basis; vendor; supplier; contractor; bidder; customer; lender; consultant; service provider; any outside agency or their representative; employee of such agency and/or any other party in connection with business relationship with GAIL is expected and shall be responsible to ensure that there is no fraudulent act committed by them while performing any business transaction(s) with GAIL.

8.2 As soon as it is learnt that a fraud or suspected fraud has taken or is likely to take place, same should immediately be apprised to Nodal officer as per the procedure.

9. PROCEDURE OF REPORTING ON FRAUD RELATED MATTER TO MANAGEMENT

9.1 The "Nodal Officer" shall act as co-ordinator and refer the details of the fraud/suspected fraud to the Director concerned, CVO and ED (IA) of GAIL immediately.

9.2 Nodal officer at Corporate Office will take approval from C&MD through Director concerned and will refer the case to CVO through Director for further investigation and needful action.

9.3 This input would be in addition to the intelligence, information and investigation of cases of fraud being investigated by the Vigilance Department of their own as part of their day to day functioning.

9.4 Existing Compliant Monitoring System is already available in GAIL's web site. Information put in this system is being

accessed by Corporate Vigilance Department.

9.5 Anonymous complaints received will not be entertained as a general rule. However, if the complaint is supported by any verifiable facts/ evidence, the same may be acted upon after taking approval of CVO and C&MD.

9.6 Pseudonymous complaints received will not be entertained as a general rule. However, if the complaint is supported by any verifiable facts/ evidence, the same may be acted upon after taking approval of CVO and C&MD.

9.7 Complaint shall be accepted through e-mail/telephone in line with 9.5 and 9.6.

9.8 In emergency, such report should be sent immediately to the Officer-in Charge for the offices including Projects, Zonal Marketing, Petrochemicals and O&M Offices; and, to the concerned ED/GM and Director in Corporate Office who shall forward their instructions to the concerned Nodal Officer(s).

10. INCORPORATION OF FRAUD PREVENTION POLICY IN TENDER /GSA/GTA ETC.

10.1 Due amendments shall be made in the General Conditions of Contracts wherein all the Bidders/Service providers/Vendors/Consultants etc. shall be required to certify that they would adhere to the Fraud Prevention Policy of GAIL and shall not indulge themselves or allow others (working in GAIL) to indulge in fraudulent activities and that they would immediately apprise the organization of the fraud/suspected fraud as soon as it comes to their notice.

Concealment of facts regarding their involvement in fraudulent activities in connection with the business transaction(s) of GAIL is liable to be treated as crime and dealt with by the procedures of GAIL as applicable from time to time.

10.2 *Similar clause regarding adherence to the Fraud Prevention Policy of GAIL will be added in Gas Sales Agreement, Gas Transmission Agreement and other service*

agreement etc. with customers/ consignment stockists etc.

10.3 In respect of existing Purchase Orders/Work Orders/ Service Contracts/ Gas Sales Agreements/Gas Transmission Agreements etc, the said exercise would be completed within Six months (06 months) time from the implementation of this policy.

11. NOTIFICATION OF NODAL OFFICERS

11.1 List of Nodal officers attached to various Sites/Zonal Officers/ Corporate Office would be displayed in the GAIL's web site/intranet.

11.2 Name and contact details of concerned nodal officer would also be referred in the Tender documents /GSA /GTA /Other agreements etc which will redirect the stake holders to refer GAIL website for the requisite information and also to see the detailed Fraud Prevention Policy.

12. REPORTING AND RECORDING PROCESS TO BE FOLLOWED TO RECORD ALLEGATION OF FRAUD :

12.1 Reporting of the fraud should be in writing.

12.2 In case the complainant is either not willing to or not able to furnish a written statement of fraud but is in a position to give sequential and specific transaction(s) of fraud/suspected fraud, then the Nodal Officer should record such details in writing as narrated by the complainant and also maintain the confidentiality about the identity of the complainant.

12.3 Nodal officer shall forward the complaint concealing the identity of the complainant. Name of the complainant can be revealed on the requirement of Directors/CVO.

12.4 All reports of fraud or suspected fraud shall be handled with utmost speed and shall be coordinated by Nodal Officer(s).

12.5 Nodal officer receiving input about any suspected fraud shall ensure that all relevant records documents and other evidence is being immediately taken into custody and being protected from being tampered with, destroyed or removed by suspected perpetrators of fraud or by any other official under his influence.

12.6 After completion of the investigation, due & appropriate action, which could include administrative action, disciplinary action, civil or criminal action or closure of the matter if it is proved that fraud is not committed etc. depending upon the outcome of the investigation shall be undertaken.

13. INFORMATION TO AUDIT COMMITTEE

13.1 Corporate Vigilance Department will forward quarterly report on status of fraud (s) approved by C&MD for investigation along with action taken thereof to internal Audit department for information to Audit Committee.

14. REQUIREMENT OF TRAINING TO BE CONDUCTED ON FRAUD PREVENTION AND IDENTIFICATION

14.1 Training on fraud prevention and identification shall be included in the training calendar every year and will be imparted to employees and Nodal Officers by GAIL Training Institute (GTI).

14.2 Special training to Nodal Officers for implementation of Fraud Prevention Policy in the company would be imparted by GTI.

15. ADMINISTRATION AND REVIEW OF THE POLICY

15.1 The Chairman and Managing Director, GAIL in consultation with CVO shall be the Appropriate Authority for revision of this policy as and when needed.

Sr No.	Name of Office	Nodal Officer/Email ID	Designation	Link Nodal Officer / Email ID	Designation	Address of Office	Offices Covered
1.	Project Directorate, Corporate Office, New Delhi	KRM Rao krmrao@gail.co.in	CGM(C&P), Delhi	R K Choubey choubeyrk@gail.co.in	CGM(SD), Noida	16,Bhikaji Cama place, R K Puram, New Delhi-110066	All departments under Projects Directorate In Delhi & NCR
2.	Marketing Directorate, Corporate Office, New Delhi	R K Singhal rsinghal@gail.co.in	ED (MKTG-SHIPPING & INT. LNG)	Anand Makwana a.makwana@gail.co.in	CGM (MKTG-PC), Noida	16,Bhikaji Cama place, R K Puram, New Delhi-110066	All departments under Marketing Directorate in Delhi & NCR
3.	BD Directorate, Corporate Office, New Delhi	K.K. Chatiwal kk.chatiwal@gail.co.in	CGM (PD)	G.S. Bist gsbist@gail.co.in	GM (PD)	GAIL, Jubilee Tower, Noida,U.P.-201301	All departments under BD Directorate In Delhi & NCR
4.	HR Directorate, Corporate Office, New Delhi	S.K. Ghulyani skghulyani@gail.co.in	CGM (HR-P&ER)	Neeta Badhwar nbadhwar@gail.co.in	GM (HR-ES)	16,Bhikaji Cama place, R K Puram, New Delhi-110066	All departments under HR Directorate in Delhi & NCR
5.	Finance Directorate, Corporate Office, New Delhi	S.K. Sinha sksinha@gail.co.in	GM (F&A)	Srinibash Mishra s.mishra@gail.co.in	GM (F&A)	16,Bhikaji Cama place, R K Puram, New Delhi-110066	All departments under Finance Directorate in Delhi & NCR
6.	Agartala	Biswajit Debbarma biswajitdebbarma@gail.co.in	DGM (O&M-NG P/L)	Sandeep Kerketta sandeep.kerketta@gail.co.in	Senior Manager (O&M-NG P/L)	GAIL (India)Ltd, Near Hindi Higher Secondary School, Opp. Radhanagar Bus Stand, PO-Abhoynagar, Agartala, Tripura West, Pin – 799005	All Offices under Administrative Control of GAIL, Agartala

7.	Belapur, (Mumbai)-O&M	Sanjay Premdas Gedam s.gedam@gail.co.in	DGM (O&M- NG P/L)	Shiv Kumar Purushartha shivp@gail.co.in	DGM (HR)	GAIL BHAWAN, Road No-3, Plot No-73, sec-15, CBD Belapur, Navi Mumbai, 400614	All the Departments reporting to OIC, Mumbai (O&M) & GPU-Usar
8.	Bhubaneswar Project	KVG Srinivas kvgsrinivas@gail.co.in	GM (Construction)	Sanjay Dhandha sanjay.dhandha@gail.co.in	DGM (Construction)	Gail India Limited, 610-612, Utkal Signature, Pahala, Nh-5, 752101	Bhubaneswar Project Office
9.	Chhainsa Compressor Station	Binay Kumar Kerketta Binay.kerketta@gail.co.in	DGM (HR)	Vijay Duseja vduseja@gail.co.in	Senior Officer (HR)	Chhainsa Compressor Station, Tehsil Ballabgarh, Dist. Faridabad, Haryana	Chhainsa
10.	Dibiyapur Compressor Station	A K Sinha sinhaak@gail.co.in	DGM (O&M- NG P/L)	Ashwani Sharma asharma@gail.co.in	DGM (HR)	GAIL (I) Limited, HVJ Compressor Station, Dibiyapur, Auraiya- 206244, Uttar Pradesh	Dibiyapur Compressor station and associated Pipeline jurisdiction
11.	DT Kandla	Bal Chandra balachandra@gail.co.in	DGM (O&M- LPG P/L)	Ram Chandra ramchandra@gail.co.in	Chief Manager (Gailtel-T/C)	DT Kandla, Vill. Mithi Rohar, Taluka-Gandhidham, Dist. Kutch, Gujarat	GAIL, Kandla
12.	GAIL Gas, Bengaluru	Narendra Sahu narendrasahu@gail.co.in	DGM (Const.)	Mantu Kumar mantu.kumar@gail.co.in	DGM (HR)	3rd Floor, M.S. Complex, S-44, New BEL Road, Bengaluru - 560 054	Bengaluru Region
13.	GPU- Vaghodia	R C Krishnan rck00488@gail.co.in	DGM (O&M)	B. Satish Kumar satishkumar@gail.co.in	Senior Manager (LAB)	GIDC Industrial Estate, Vaghodia- 391760, Dist. Vadodara (Guj)	LPG Plant & Compressor Station Vaghodia
14.	GPU-Gandhar	Bolla Satyanarayana Bs01273@gail.co.in	GM (O&M)	Harish Chandra harish@gail.co.in	DGM (GPU O&M)	Gas Processing Unit, Gandhar, Village Rozatankaria, Taluka Amod, Dist. Bharuch Gujarat-392140	GPU-Gandhar
15.	GPU-Usar					LPG Recovery Project USAR post. Malyan, Talika Alibagh Disst. Raigarh 402203	GPU-Usar to be looked after by Mumbai Office

16.	GTI, Noida	R S Velmurugan rs.velmurugan@gail.co.in	GM (Training)	Nigamananda Mishra nmishra@gail.co.in	DGM (Training)	Plot No. 24, Sector-16 A, Noida – 201301, UP	All departments reporting to OIC, GTI, Noida
17.	Hazira Compressor Station	R Damodharan RD00441@gail.co.in	DGM (O&M- NG P/L)	T S Baghel ts.baghel@gail.co.in	DGM (O&M-NG P/L)	Hazira Compressor Station, Ichhapor- Maghdalla Road, PO.ONGCL, Dist-Surat (GUJARAT)	Hazira Compressor Station & Silvassa Maintenance base
18.	Jamnagar (3811)	Sanjeev KR Trehan strehan@gail.co.in	DGM (GAILTEL-TM)	Arvind M Jadav amjadav@gail.co.in	Senior Manager (O&M-LPG P/L)	DT-RIL, RRTF Area, Moti Khavadi Dist. Jamnagar- 361142	Only GAIL Jamnagar
19.	Jhabua Compressor Station	Tej Kumar Bara tkbara@gail.co.in	DGM (O&M)	P.R. Firake Prashant.Firake@gail.co.in	DGM (NG P/L O&M)	Jhabua Compressor Station Gaylar Kalan Jhabua (MP) 457661	Jhabua Compressor Station
20.	JHBDPL – Ranchi	M.P. Mahato mpmahato@gail.co.in	CGM (Construction)	J.P. Sah jpsah@gail.co.in	DGM (O&M-NG P/L)	5th Floor, North Wing of Eastern Block, Mecon Head Office Complex, Doranda, Ranchi, Jharkhand-834002	JHBDPL, Ranchi
21.	JLPL & Zonal Office, Jaipur	Vijay Kumar vijaykumar@gail.co.in	DGM (GAILTEL-T/C)	S Sathya Murthy sathyadhirai@gail.co.in	DGM (BIS)	GAIL Bhawan, Sector-6, Vidhyadhar Nagar JAIPUR-302023, Rajasthan	All the terminals of JLPL & Offices reporting to OIC, Jaipur
22.	Kailaras Compressor Station	Amar Singh amarsingh@gail.co.in	DGM (O&M)	Rajender Singh rajender.singh@gail.co.in	Chief Manager (HR)	Kailaras Compressor Station, Tehsil- Kailaras, District- Morena, Madhya Pradesh, Pin:476224	Kailaras Compressor Station
23.	Karaikal	T.S. Viswanathan tsviswanathan@gail.co.in	DGM (Construction)	C. Sankar csankar@gail.co.in	Chief Manager (HR)	I St & II Nd Floor, A.H.M. Complex, Kamarajar Salai, Karaikal 609 602 , Puducherry (U.T)	Karaikal, PPCL - Terminal, Adiyakamangalam, Perungulam And Kuthalam

24.	KG Basin / Rajahmundry	Vara prasad SSRV Gorthi varaprasad@gail.co.in	DGM (RIMG)	S P Reddy spreddy@gail.co.in	Chief Manager (HR)	72-2-14/A, GAIL Bhavan, A V Appa Rao Road, Rajahmundry - 533103	Rajahmundry office and all 5 maintenance bases. (Tatipaka, Vijjeswaram, Kakinada, Gudivada & LANCO)
25.	Khera	P.K. Agarwal pk.agarwal@gail.co.in	DGM (NG P/L O&M)	G.R. Meena grm01246@gail.co.in	DGM (NG P/L O&M)	Khera Compressor Station Gram: Chikli, Tehsil: Tarana, Dist. : Ujjain	Khera, Pithampur & Dewas
26.	Konkan LNG (Pvt) Ltd, Dabhol,	Pramod Kamble, pk02553@gail.co.in	GM (O&M)	K K BABU kkb@gail.co.in	Senior Manager (HR)	Konkan LNG (Pvt) Ltd, Dabhol, At Anjanvel, Taluka-Guhagar, Dist -Ratnagiri , Maharashtra , PIN-415634	LNG Plant, Dabhol
27.	NCR O&M	Rajeev Mehrotra rmehrotra@gail.co.in	GM (C&P)	Yogeshwar Sharma ysharma@gail.co.in	GM (O&M-NG P/L)	3 rd Floor, PARC Building, GTI Premises, Noida, Up - 201301	All the departments reporting to OIC, NCR(O&M)
28.	Pata	K Prem Kumar prem Kumar@gail.co.in	CGM (C&P)	Raja Kumar Sahoo rksahoo@gail.co.in	DGM (F&A)	GAIL Petrochemical Complex, Pata, Auraiya (U.P.)- 206241	GAIL Pata
29.	Vadodara	N.K. Subarno nk_subarno@gail.co.in	DGM (HR)	Adesh Singhal adesh.singhal@gail.co.in	DGM (C&P)	GAIL Complex, Plot No.549/1, Ajitnagar, Akota, Vadodara	All terminals & offices reporting to OIC, Vadodara
30.	Varanasi CGD	Gauri Shanker Mishra gaurishanker@gail.co.in	DGM (CGD)	N.K.Dwivedi nkdwivedi@gail.co.in	Chief Manager (CGD)	5th Floor, VTC Bldg,MA Road , Varanasi	Varanasi CGD
31.	Varanasi M/L	C.S.Majithia CSM@gail.co.in	DGM (Const.)	B.K.Srivastava bksrivastava@gail.co.in	Senior Manager (Const.)	5th Floor, VTC Bldg,MA Road , Varanasi	Varanasi, Gorakhpur
32.	Vijaipur	D.K. Jain dkjain@gail.co.in	GM (HR)	S.K. Gupta sk.gupta@gail.co.in	GM (C&P)	GAIL Complex, Vijaipur, Dist. Guna, MP- 473112	All the Terminals & Offices reporting to OIC, Vijaipur
33.	VSPL-VIZAG	P Ramakrishna ramakrishna@gail.co.in	DGM (O&M- LPG P/L)	V. Ganesh Babu vganeshbabu@gail.co.in	Senior Manager (HR)	GAIL (India) Limited, Dispatch Terminal, Sheela Nagar, BHPV Post, Behind Vikas College, Port Road, Visakhapatnam - 530012.	Vizag, G.Konduru, RT, Rajahmundry & Cherlapally

34.	Zonal Office , NCR-NOIDA	Girija Shankar girijashankar@gail.co.in	GM (Mktg-NG)	V.N. Sharma vnsharma@gail.co.in	DGM (Mktg-NG)	6th floor, Jubilee tower, B 35-36, Sector 1 Noida	NCR Zonal Office
35.	Zonal Office, Hyderabad	Durgesh Singh durgeshsingh@gail.co.in	DGM (MKTG-NG)	K R Battula ksbattula@gail.co.in	Senior Manager (HR)	Module No.105, NSIC Business Park, Kamala Nagar, Dr. A.S. Rao Nagar, ECIL(P.O.), Hyderabad - 500062	Hyderabad Zonal Office and Amravati Branch Office
36.	Zonal Office, Kolkata	Manojit Saha m.saha@gail.co.in	DGM (BIS & Mktg.-NG)	Asim Kumar Bhaumik akbhaumik@gail.co.in	Chief Manager (Mktg.-Retail)	GAIL (INDIA) LIMITED, Kolkata Zonal office, 6th Floor, Marbel Arch Building, 236B, AJC Bose Road, Kolkata-700020	Kolkata Zonal Office; Guwahati Marketing Office
37.	Zonal Office, Ahmedabad	Neeraj Bhatt nbhatt@gail.co.in	DGM (MKTG-NG)	V.B.Singh vb Singh@gail.co.in	Senior Officer (MKTG-TS)	809,Sakar-II, Near Ellisbridge, Opposite Town Hall, Ahmedabad-380006	Ahmedabad Zonal Office
38.	Zonal Office, Bhopal	A.K. Sabharwal ak.sabarwal@gail.co.in	DGM (RETAIL & PC MKTG)	Abhisek Sinha abhisek.sinha@gail.co.in	Senior Officer (PC-MKTG)	GAIL(INDIA) LTD., Bhopal Zonal Office, 8, Maple High Street, Opp. Aashima Mall, Hoshangabad Road, BHOPAL (MP) 462026	Bhopal Zonal Office
39.	Zonal Office, Chennai	M.K.Biswas mkbiswas@gail.co.in	ZCGM/OIC	Varsha Rajendra Ramteke varajen@gail.co.in	DGM (Mktg.-NG)	GAIL(INDIA)Limited, 4/60, 5th Floor, Kuppu Arcade, Venkat Narayana Road, T.Nagar , Chennai -600017	Chennai Zonal Office
40.	Zonal Office, Bhubaneswar	Parimal Mandal parimalmandal@gail.co.in	Chief Manager (MKTG-GAS)	Arun Kumar Pradhan akpradhan@gail.co.in	Senior Manager (MKTG-NG)	Ginger hotel, Jaydev Vihar, Bhubaneswar, Odisha-751013	Bhubaneswar zonal Office
41.	Zonal Office, Bengaluru	U S Pandey uspandey@gail.co.in	GM (MKTG)	Apurba Kumar Choudhury apurba@gail.co.in	DGM (C&P)	GAIL India Ltd. #323, Swan, Kodegehalli Main Road, Sahakar Nagar - 560092	All the terminals and offices reporting to Bengaluru
42.	Zonal office, Chandigarh	Sanjay Arora s.arora@gail.co.in	DGM (Mktg.- Gas & Retail)	Prashant Kapoor prashant.kapoor@gail.co.in	CM (Mktg.-PC)	Udyog Bhawan Annexe Building, 18, Himalaya Marg, Sector 17, Chandigarh -160017	Chandigarh Zonal office
43.	Zonal Office, Lucknow	Manish Chandra Saxena manish.saxena@gail.co.in	DGM (PC Marketing)	Arvind Kumar Gupta agupta@gail.co.in	Chief Manager (Mktg.-NG)	Fortuna Tower 3rd Floor, 10 ,Rana Pratap Marg , Near Sikander Bagh Crossing, Lucknow. Pin - 226001	Lucknow Zonal Office

44.	Zonal Office, Mumbai, Belapur	Himadri Mandal h.mandal@gail.co.in	ZCGM (MZO)	Mohd Shafi shafi@gail.co.in	DGM (MKTG.-PC)	Gail Bhawan, Sector 15, CBD Belapur, Navi Mumbai, 400614 –Maharastra	MZO, Belapur
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