



## Indian Oil Retired Officers Benevolent Fund

(Registration no. S-36906/2000 Under Societies Act)

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President  
Phone: 9899240202

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Gen. Secretary  
Phone: 981872066

Ref:- IROBF/Special Meeting/1-2025

Dated:-26.02.2025

By Speed Post / Registered Post

### Notice for Extra Ordinary General Body Meetings (Special Meetings)

To all IROBF Members

Notice of Extra Ordinary General Body Meetings (Special Meetings) of the Members of Indian Oil Retired Officers Benevolent Fund (IROBF), are scheduled as under:

**First Special meeting** on Saturday the 22<sup>nd</sup> Day, March 2025, at 11.00AM at the Canteen Hall, 1<sup>st</sup> Floor, Indian Oil Bhavan, Marketing Division, Yusuf Sarai, New Delhi – 110016.

**Second Special meeting** on Saturday the 26<sup>th</sup> Day, April 2025, at 11.00AM at the Canteen Hall, 1<sup>st</sup> Floor, Indian Oil Bhavan, Marketing Division, Yusuf Sarai, New Delhi – 110016.

#### Agenda

Consideration of the proposal for decentralization of IROBF memberships of the all Members residing in India.

#### Background

IROBF was registered in the year 2000. It is engaged in the noble cause of financially assisting, those retirees and the spouses of the deceased retirees who are in financial distress. As per the Rules and Regulations of the IROBF, applications of IOC retired officers/spouses of the deceased IOC retired officers in financial distress are considered by IROBF, irrespective whether they are members of IROWA or IROBF or not. The membership of IROBF is open to all members of Indian Oil Retired Officers' Welfare Association, New Delhi (IROWA) and its affiliated associations located anywhere in India. Thus every member of IROBF is either a member of IROWA or a member of any one of the seven affiliated association presently head-quartered at Mumbai, Chennai, Kolkata, Vadodara, Guwahati & Hyderabad. IROWA (IROWA and affiliated associations are called Units). All applications for financial assistance are made in writing and are routed through IROWA or any other Unit or their Chapters in various cities under their geographical areas. The corpus of IROBF Fund generated by once in life time subscription fee, special contributions and donations are protected. Income generated through interest earned is used for disbursement of financial assistance and other expenditure.

All India meeting of all the eight Units (IROWA, Delhi and seven other Units), was held in Hyderabad on 16th/17th December 2023. During that meeting, seven outside Units desired de-centralization of IROBF and refund of the membership amount and special contributions/donations made by the IROBF members located in their geographical area, for

speedy processing of the financial assistance applications. At that time the Units had desired that IROBF memberships may be decentralized with effect from 1<sup>st</sup> April 2024. There was broad consensus among all 8 Units on the concept of de-centralization. This issue was again deliberated during the Apex Body meeting of all eight Units held in New Delhi on 6<sup>th</sup> & 7<sup>th</sup> Dec' 2024. As decided in the Apex Body meeting, legal opinion on the above subject matter of decentralization was obtained.

Shri Deepak Rane, Practicing Advocate of Maharashtra High Court, vide his letter dated 24/12/2024, opined that there is no legal hurdle in decentralisation of IROBF under Section 12 of the Societies Registration Act, 1860 upon receipt of General body resolutions from various Units. IROBF's General Body would pass an appropriate Resolution for decentralization and transfer of memberships. At present the Units at Vadodara and Guwahati are in the process of obtaining their registration under the Societies Registration Act, 1860/opening separate bank account. Shri Deepak Rane has also opined that funds to these Units will be transferred as soon as these two Units complete their registration procedure. Alternatively if the Managing Committee of Vadodara and Guwahati agree then their memberships and funds will be transferred to Mumbai and Kolkata Unit respectively. Mumbai and Kolkata Units will subsequently transfer their share of funds and memberships upon completion of their registration procedure.

#### Procedure Adopted

Following procedure is being adopted to complete the IROBF decentralization process:

1. It was agreed by all Units during the Apex Body meeting held on 6<sup>th</sup>/7<sup>th</sup> Dec'24, that IROBF, Delhi would transfer memberships to the seven Units along with the amount of the membership fee plus special contributions/donations (without any interest) received from the members of the respective Units, upon complete documentation of this membership transfer activity.
2. General bodies of all seven Units, to consider and pass appropriate Resolution stating that the General Body accepts memberships along with the applicable rights and obligations of IROBF members located in their geographical area and shall receive and process applications for financial assistance. This obligation for providing financial assistance shall come into effect only upon receipt of their share of funds from IROBF and also upon complete documentation of this membership transfer activity.
3. In the event, registration process of Vadodara and Guwahati Units are not completed before the second special meeting, their share of funds and memberships would be transferred to Mumbai and Kolkata Units respectively after obtaining appropriate written consent from these Units.
4. **This decentralization would become effective** immediately upon transfer of funds by IROBF to the respective Units for their members. IROBF would also forward list of the members to the respective Units along with transfer of their share of the fund. Funds would be transferred to the respective IROWA/IOROA/IROBF association bank account only, not to any individual's bank account. Funds transferred for all seven would be done in one lot after completion of all formalities.



**Proposition**

It is proposed to seek mandate from existing live members of IROBF (Registration No. S-36906/2000 under Societies Registration Act, 1860) to carry out the De-Centralization of IROBF and transfer the Funds i.e. Membership Fees or special contributions/donation if any (without any interest) paid by the IROBF members of respective registered Societies located in the geographical area of their association.

In the **First Special meeting** on 22<sup>nd</sup> March 2025, IROBF members will vote in person or through Voting cum Proxy Form (form is attached). In the **Second Special meeting** convened at an interval of one month after the First Special meeting, on 26<sup>th</sup> April 2025, IROBF members present in the meeting will vote in person.

After receipt of **three-fifth votes/mandate** in favour of the decentralization process from the IROBF members who are present in the **First Special meeting** or votes through proxy **and again after receipt of three-fifth votes/mandate** in favour of the decentralization process from members who are present in the **Second Special meeting** funds and memberships will be transferred to complete the decentralization process. Post completion of the decentralization process, IROBF Delhi shall receive and process financial assistance applications only from the IOC retired officer or spouse of the deceased IOC retired officer located in the Northern Region (NR) and applications from other three regions (regions as per understanding in IOC) shall be received and processed by the respective relevant seven Unit(s), as applicable.

Shri K. K. Guglani, Joint Secretary is appointed as scrutiniser for the votes/mandates received from IROBF members present in the First Special meeting or through Proxy and submit the votes/mandate results on 22<sup>nd</sup> March 2025 at the Venue of the Meeting. IROBF members may forward their completed proxy forms to the scrutiniser Shri K. K. Guglani at his mobile No. 9811452593 or mail to his email ID [guglanikk@gmail.com](mailto:guglanikk@gmail.com) or mail to IROWA office [irowaapex@gmail.com](mailto:irowaapex@gmail.com).

Draft resolution(s) to be passed by the IROBF general Body during the **Second Special meeting** are attached as **Annexure 1**.

In the event of any revision in the date and/or venue of the Special Meetings, revised notice will be posted on IROWA website ([irowaapex.com](http://irowaapex.com)) and also notified by electronic means (email/WhatsApp). Hence, please keep a watch on the IROWA website.

Thanking you,

Encl.:-1. Voting cum Proxy Form 2. Annexure 1

Yours Sincerely



K. K. VERMA  
General Secretary, IROBF



Draft Resolution(s) to be passed with or without modifications by the General Body of IROBF in the second Special Meeting

General Body have taken note of the deliberations and receipt of more than three-fifth votes/mandate in favour of the decentralization process from IROBF members, who were present and/or voted through proxy in the First Special meeting held on 22<sup>nd</sup> March' 2025 and again more than three-fifth votes in favour of the decentralization process from members who were present in the Second Special meeting held today on 26<sup>th</sup> April 2025 and pass the following resolutions:

1. **"RESOLVED THAT** approval of the General Body of IROBF is hereby accorded for the decentralization of IROBF. The memberships of members from Western, Southern and Eastern regions and corresponding funds (Membership fee received plus special contributions/donations received (without any interest) shall be transferred by cheques to the respective Units in these three regions (regions as per prevailing understanding in IOC)."
2. **"Further RESOLVED THAT** approval of the General Body of IROBF is hereby accorded to the Office-bearers of IROBF to complete the decentralization process as per procedure detailed in the notice issued on 26.02.2025 for decentralization of IROBF."
3. **"Further RESOLVED THAT** approval of the General Body of IROBF is hereby accorded to IROBF Delhi to receive and process financial assistance applications only from IOC retired officer or spouse of the deceased IOC retired officer located in the Northern Region (NR) and applications for other three regions shall be received and processed by the relevant Units after the decentralization of IROBF."

## Voting cum Proxy Form

[Pursuant to Section 12 of the Societies Registration Act, 1860 as applicable to the Union Territory of Delhi]

Name of Society:- Indian Oil Retired Officers "Benevolent Fund" (IROBF)  
Registration No. S-36906 dated 04/04/2000.  
Office Address:- S-352, First Floor, Greater Kailash-1, New Delhi – 110016.

I \_\_\_\_\_ member of Indian Oil Retired Officers Benevolent Fund (IROBF), Employee No. \_\_\_\_\_ herewith accord my opinion for the proposition notice no. IROBF/Special Meeting/1-2025 dated 26.02.2025 on the decentralization.

I hereby appoint Shri \_\_\_\_\_ Employee No. \_\_\_\_\_ as my proxy to attend and vote for me and on my behalf at the Extraordinary General Body Meeting of the IROBF, to be held on the 22nd Day, March 2025, at 11.00AM at Canteen Hall 1<sup>st</sup> Floor, NRO, Marketing Division, Yusuf Sarai, New Delhi - 110016 and at any adjournment thereof in respect of proposition/resolution of decentralization of IROBF by marking as ✓ and

Assent (FOR) [ ]

Dissent (AGAINST) [ ]

Signature of IROBF Member

Signature of Proxy holder

Date:

Date:

Mobile No

Mobile No

FORM RECEIVING NO.

SIGNATURE OF SCRUTINIZER

### Notes:

1. An IROBF member can appoint any other IROBF member or any retired IOC officer, who is likely to attend the Extraordinary General Body Meeting (first Special meeting) as his/her proxy. More than one IROBF members can appoint the same person as their proxy.
2. IROBF member must fill his/her name, Employee No, mark his/her mandate (Assent or Dissent) and put his/her signature. Duly completed Proxy form must be received by the scrutinizer by post/mail/ Whatsapp before the meeting time or can be handed over by the proxy holder during the meeting.
3. Duly completed proxy forms may be sent by post to the IROBF office or by WhatsApp to the scrutiniser Shri K. K. Guglani at his mobile No. 9811452593 or by mail to email IDs [guglanikk@gmail.com](mailto:guglanikk@gmail.com) or [irowaapex@gmail.com](mailto:irowaapex@gmail.com).
4. Proxy forms received by the scrutinizer after the meeting shall be invalid and will not be considered.