

**IFFCO EMPLOYEES BENOVOLENT TRUST**  
**C-1, DISTRICT CENTRE, SAKET PLACE, NEW DELHI -110 017**

**MINUTES OF 48<sup>th</sup> MEETING OF BOARD OF TRUSTEES OF IEBT HELD ON**  
**JULY 25, 2016 AT NEW DELHI**

**PRESENT:**

- |    |                           |                   |
|----|---------------------------|-------------------|
| 1. | Sh. Rakesh Kapur          | Chairman          |
| 2. | Sh. A. Roy                | Vice-Chairman     |
| 3. | Sh. Devender Kumar Singal | Secretary         |
| 4. | Sh. S.Z. Nadeem           | Trustee, Kalol    |
| 5. | Sh. D R Patel             | Trustee, Kalol    |
| 6. | Sh. P K Shah              | Trustee, Kandla   |
| 7. | Sh. Anand Mani Raturi     | Trustee, Aonla    |
| 8. | Sh. Shalab Gupta          | Trustee, Paradeep |

**Special Invitee**

- |    |                          |                                |
|----|--------------------------|--------------------------------|
| 1. | Sh. Devadatt Samal       | Proposed Trustee from Paradeep |
| 2. | Sh. Deep Kumar Chaudhary | Proposed Trustee from Aonla    |
| 3. | Sh. Ved Prakash Makkar   | Proposed Trustee from HO/MKCO  |
| 4. | Sh. Rajbir Singh         | Proposed Trustee from HO/MKCO  |

**LEAVE OF ABSENCE**

The Secretary welcomed all the Trustees and other participants to the Trust Meeting. Leave of absence was granted to Sh R P Singh, Trustee, Sh Kamal Verma, Special Invitee, Sh Gurmeet Singh of Kandla, Sh S K Rao of Phulpur, Sh Suresh Kumar Singh of Phulpur and the Unit Heads (Management Trustees) as they could not attend the Meeting due to their pre-occupation.

**Item No. 1: Confirmation of the Minutes of the 47<sup>th</sup> Meeting of Board of Trustees of IEBT held on January 19<sup>th</sup>, 2016.**

Minutes of the 47<sup>th</sup> Meeting of the Board of Trustees of IEBT held on January 19<sup>th</sup>, 2016 were confirmed.

**Item No. 2: Nomination of Trustees.**

a) The proposal for nomination of Sh. Devadatt Samal as a Trustee in place of Sh. Tusar Ranjan Samantray as proposed by IFFCO Employees Union, Paradeep was agreed by the Trustees, and the following was resolved:

“Resolved that Sh. Devadatt Samal is nominated as a Trustee from IFFCO Employees Union, Paradeep in place of Sh. Tusar Ranjan Samantray”

b) The proposal for nomination of Sh. Suresh Kumar Singh as a Trustee in place of Sh. Vivek Priya Jaiswal as proposed by IFFCO Employees Union, Phulpur was agreed by the Trustees, and the following was resolved:

“Resolved that Sh. Suresh Kumar Singh is nominated as a Trustee from IFFCO Employees Union, Phulpur in place of Sh. Vivek Priya Jaiswal.”

c) The proposal for nomination of Sh. Deep Kumar Chaudhary as a Trustee in place of Sh. Rajeev Kumar Sagar as proposed by IFFCO Employees Union, Aonla was agreed by the Trustees, and the following was resolved:

“Resolved that Sh. Deep Kumar Chaudhary is nominated as a Trustee from IFFCO Employees Union, Aonla in place of Sh. Rajeev Kumar Sagar.”

d) The proposal for nomination of Sh. Ved Prakash makkar as a Trustee in place of Sh. Ajit Gupta as proposed by IFFCO Officers' Association (Corporate & Marketing) was agreed by the Trustees, and the following was resolved:

“Resolved that Sh. Ved Prakash Makkar is nominated as a Trustee from IFFCO Officers' Association (Corporate & Marketing) in place of Sh. Ajit Gupta.”

e) The proposal for nomination of Sh. Rajbir Singh as a Trustee in place of Sh. Zile Singh as proposed by IFFCO Employees Union (Corporate & Marketing) was agreed by the Trustees, and the following was resolved:

“Resolved that Sh. Rajbir Singh is nominated as a Trustee from IFFCO Employees Union (Corporate & Marketing) in place of Sh. Zile Singh.”

**Item No. 3: Adoption of Annual Accounts for the year 2015-16**

Annual Accounts as audited by M/s. Oswal Sunil & Co. comprising of Balance Sheet as at 31st March 2016, Income & Expenditure Accounts for the period ended 31st March 2016 and Receipt & Payment Account for the period ended 31st March 2016 was presented before the Trustees.

The Secretary explained the highlights of the Financial Statements for the year 2015-16 to the Trustees with the help of Power Point presentation. The Trustees considered the financial statements and the following was resolved:

“Resolved that the Financial Statements for the year April 1, 2015 to March 31, 2016 comprising of Balance Sheet as at March 31, 2016, Statement of Income & Expenditure and Statement of Receipt & Payment for the year ended March 31, 2016 be and here by approved and be presented to the Auditors for their Report.”

“Resolved further that the Chairman along with Secretary and one Trustee be and are here by authorized to sign the Accounts for the year ended march 31, 2016 on behalf of the Board of Trustees.”

**Item No. 4: Appointment of Auditors for the year 2016-17**

Proposal of reappointment of M/s. Oswal & Sunil & Co. Chartered Accountants as Statutory Auditor for the Financial Year 2016-17 was considered, and the following was resolved:

“Resolved that M/s Oswal Sunil & Company, Chartered Accountants, 71, Daryaganj, New Delhi is reappointed as Statutory Auditor and tax consultant of

IFFCO Employees Benevolent Trust for the Financial Year 2016-17 at a fees of Rs.20,000/- and Rs.10,000/- respectively in addition to out of pocket expenses.”

**Item No. 5: Enhancement in Investment Limit**

The Secretary briefed that Surplus funds of the Trust are invested on the recommendation of the Investment Committee as per section 11(5) of Income Tax Act 1961 and Trust guidelines. The Trust has investment ceiling of Rs.25.00 crore for investment in one institution as approved in 41st meeting of Board of Trustee held on 18-07-2013. The Trust had investment of Rs.24.50 crore with HDFC Ltd. till 21st March 2016. As HDFC Ltd was offering higher rate of interest than banks and other financial institution, the Trust made an investment of Rs.2.00 crore with HDFC Ltd. i.e. beyond the ceiling of Rs.25.00 crore. The Secretary further explained that proposal was approved by Investment Committee subject to ratification by the Board of Trustees.

The proposal for enhancing investment ceiling from Rs.25.00 crore to Rs.35.00 crore in one institution was agreed by the Trustees, and the following were resolved:

“Resolved that the action taken to invest Rs.2.00 crore in HDFC Ltd. on 22nd March 2016 is hereby ratified.”

“Resolved further that Investment ceiling in one institution is enhanced from Rs.25.00 crore to Rs.35.00 crore.”

**Item No. 6: Enhancement in Benefit under Pension Scheme**

Proposal for enhancing benefits under Pension Scheme was discussed in Meeting of the Board of Trustees in detail. The Trustees agreed for enhancement in benefit under Pension Scheme, and the following was resolved:

“Resolved that Pension amount given to nominee of deceased employees is enhanced from Rs.7,500 per month to Rs.10,000 per month w.e.f. 01st April 2016.”

**Item No. 7: Opening of Savings Bank Account**

Demat account was opened with HDFC Bank Ltd to facilitate investment in securities as decided in 46th Meeting of the Board of Trustees held on 14th July 2015. Savings Bank account is required to be opened with Demat account. Accordingly, savings bank account was opened with HDFC Bank Ltd. while opening Demat account in March 2016. Proposal of ratification of opening of Savings Bank account with HDFC Bank Ltd was adopted by the Trustees, and the following were resolved:

“Resolved that Action taken to open Savings Bank account with HDFC Bank Ltd to facilitate the opening and operation of Demat account is hereby ratified.”

“Resolved further that Chairman is authorized to take further necessary action in the matter.”

**Item No. 8: Investment in Securities other than FDR**

The Secretary explained that interest rates offered in FDRs have reduced in recent times. As approved in 46th Meeting held on 14th July 2015, Demat account has been opened in the name of IFFCO Employees Benevolent Trust. The Trust is allowed to make investment in AAA rated securities only. The Trust has made an investment of Rs.5.00 crore in the Non-Convertible Bonds of L&T Infrastructure Finance Ltd. after opening of Demat account. The aforesaid security is AA+ which was also considered to be safe and thus opted for investment. It was also informed that IFFCO Employees Provident Fund Trust is also investing in rated securities such as Non-Convertible Debentures of Aditya Birla Finance Ltd and Non-Convertible Debentures of L&T Housing Finance Ltd.

Proposal to ratify investment in Non-Convertible Bonds of L&T Infrastructure Finance Ltd. and permit future investment in rated securities other than AAA subject to approval of Investment Committee was agreed by the Trustees, and following were resolved:

“Resolved that the action taken to invest Rs.5.00 crore in Non-Convertible Bonds of L&T Infrastructure Finance Ltd. is hereby ratified.”

“Resolved further that the Trust is allowed to make investment in Rated Securities subject to the approval from Investment Committee.”

#### **Item No. 9: Reconstitution of Investment Committee**

Proposal for including the name of Sh Sameer Goyal in place of Sh Ajit Gupta in Investment Committee was agreed by the Trustees, and the following was resolved:

“Resolved that Sh. Sameer Goyal is included as member of Investment Committee in place of Sh. Ajit Gupta.”

Revised Constitution of Investment Committee is as follows:

1. Sh. Rakesh Kapur, Jt MD
2. Sh. A. Roy, MKD
3. Sh. Kamal Verma, Sr ED (F)
4. Sh. Sameer Goyal, DM (A/c)

#### **Item No. 10: Renewal of Medishield Policy**

The Secretary briefed the Trustees about Group Medishield policy taken from IFFCO Tokio for its members and their spouse as well as the surviving spouse of the members who die while in service. Policy provides following benefits to the members and/or their spouse:

- Medical Insurance Policy to meet the cost of hospitalization upto an annual ceiling of Rs.4.00 lakh per family (employee and his/her spouse).

- Critical Illness Coverage of Rs.4.00 lakh for each family.

The policy is due for renewal w.e.f. 01st August 2016. It was decided by the Trustees to renew the Group Medishield Policy on Terms of existing Policy, and following was resolved:

“Resolved that Group Medishield Policy taken for the member of the Trust be renewed with IFFCO Tokio on same terms as in Existing Policy.”

“Resolved further that the chairman is authorized to take further necessary action in the matter.”

#### **Item No. 11: Any Other matter**

##### **(i) Personal Accident Policy**

Some of the medical expenses incurred in OPD due to accident, are not payable under the Medishield policy obtained by the Trust. IFFCO TOKIO had submitted a proposal for Personal Accident Policy which was discussed in the 47th Meeting of Board of Trustee held on 19th January 2016. Proposal for taking the Personal Accident Policy for members' with Capital Sum Insured of Rs.2.00 lakh per member w.e.f. 1<sup>st</sup> August 2016 was agreed by the Trustees, and the following was resolved:

“Resolved that Personal Accident Policy with Capital Sum Insured of Rs.2.00 lakh per member be obtained from IFFCO Tokio w.e.f. 1<sup>st</sup> August 2016.”

“Resolved further that the chairman is authorized to take further necessary action in the matter.”

##### **(ii) Suggestion by Trustees**

- The Trustees informed that some of the retiring employees do not have any knowledge about the option to enhance Sum Insured by Rs.2.00 lakhs. It was suggested that an e-mail stating the benefits of enhancement

be sent to retiring employees one month before the date of retirement. The suggestion was also made to attach a separate form for opting enhancement along with the existing form for becoming member of the Trust.

- Presently the members are allowed to opt for enhancement in the Sum Insured at the time of retirement only. The Secretary requested the IFFCO Tokio to allow a period of 6 months after the date of retirement to opt for the enhancement in the Sum Insured. The same was also endorsed by the Trustee and agreed to by IFFCO Tokio.
- Trustees suggested that SMS containing deficiency in claim filed by members may also be sent to them alongwith e-mail and letter. Accordingly IFFCO Tokio and Paramount Health Services (TPA) were advised for the same. In this respect the chairman advised the Secretary to undertake the updation of Mobile Numbers in the system also.
- The chairman also advised IFFCO Tokio to send the details/intimation of the deficiencies in the claim of members to the respective trustees of Plant/HO/Units and advised the Secretary to send the updated details of the Trustees to IFFCO Tokio/Paramount Health Services (TPA).

The Secretary also informed that the Minutes of the Trust since inception have been digitized and are available in the DMS (Document management System) of IFFCO and the same was appreciated.

The meeting concluded with a vote of thanks to the Chair.

---

/ APPROVED /

  
(Rakesh Kapur)

Chairman, IEBT