



**BANK OF BARODA  
RETIRED OFFICERS' ASSOCIATION  
(BOBROA)**

(Registered Under Trade Union Act 1926 - Regn. No. G/4766 Dt. 3-12-1990)  
Affiliated to : Retired Bank Officers' National Confederation (RBONC)

**BOBROA'S CONSTITUTION &  
ELECTION RULES**

(As amended on 28/29th May 2022, at 7th  
Quadrennial General Body Conference held at Ahmedabad)

(The amended Constitution and Election Rules  
are effective from 1st June, 2022)



**Registered and Administrative Office :**

418-A, Lalita Tower, Behind Railway Station,  
Station-Akota Road, Vadodara - 390 007.

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# INDEX

<b>SR. NO.</b>	<b>DETAILS</b>	<b>PAGES</b>
<b>1.</b>	<b>BOBROA'S CONSTITUTION</b>	<b>1 - 23</b>
<b>2.</b>	<b>ANNEXURE 'A'</b> <b>Rules and Procedures for Election to Zonal Committee</b>	<b>24 - 32</b>
<b>3.</b>	<b>ANNEXURE 'B'</b> <b>List of Zones and Regions for Election Purpose</b>	<b>33</b>
<b>4.</b>	<b>Format for Election Notice</b>	<b>34</b>
<b>5.</b>	<b>Format for Application for Candidature</b>	<b>35</b>
<b>6.</b>	<b>Certain Clarifications Relating to Election Process</b>	<b>36 - 37</b>

# **BANK OF BARODA RETIRED OFFICERS' ASSOCIATION'S CONSTITUTION**

(DULY AMENDED AND APPROVED AND ADOPTED BY THE GENERAL BODY AT ITS MEETING  
HELD ON 29<sup>TH</sup> MAY 2022 AT AHMEDABAD.)

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Notwithstanding the fact that the current Constitution of the “**Bank of Baroda Retired Officers' Association**” (herein after referred as “**BOBROA**” for the sake of brevity) had been serving the intended purpose, however, with the growing number of membership and with a view to bring in greater effective functioning of the organisation, it was required that the certain Articles of The BOBROA's Constitution be amended so as to provide sufficient mechanism to deal with the contingent situations and also at tandem meets with the requirement of achieving the aims and objectives of the BOBROA. It was, therefore, found imperative to have the existing Articles of the Constitution be amended.

As approved and authorised by the Governing Council and by the General Body at its meetings held on 28<sup>th</sup> & 29<sup>th</sup> May 2022 at Ahmedabad, (keeping in view the discussions/deliberations at the said meetings), the BOBROA'S Constitution stand duly amended and the entire Constitution of the BOBROA along with its Election Rules as amended Articles and Rules, shall be effective from **1<sup>st</sup> June 2022**, and the same are as under:

## **Art. 1. Name :**

- 1.1** The name and entity of the organisation shall be “**BANK OF BARODA RETIRED OFFICERS' ASSOCIATION.**” For brevity hereinafter it stands to be referred to and identified as “**BOBROA**” in the constitutional framework.
- 1.2** The BOBROA shall be a Trade Union Body registered as such under the Trade Union Act, 1926, for the time being prevalent.
- 1.3** The registered office and address of “BOBROA” shall be at **418-A, Lalita Towers, Behind Railway Station, Station-Akota Road, Vadodara - 390 007**, where it is presently situated.
- 1.4** Any change in the address of the Registered Office shall be notified to the Registrar of Trade Unions (Gujarat State) India, within -14- days from the date on which the change takes place as per the provisions of the Trade Union Act, 1926 as in force at relevant point of time, as and when in force.
- 1.5** The Central / Administrative office of the BOBROA shall be deemed to be situated at a centre from where the General Secretary operates and functions, who will be deemed to be executive functionary of the organisation in collaboration with National President and the Executive President as per the constitutional parameters. The General Secretary of the BOBROA shall stand being and shall remain repository of the executive jurisdiction.



## BANK OF BARODA RETIRED OFFICERS' ASSOCIATION CONSTITUTION

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1.6 BOBROA may establish zonal offices at such centre/s, as may be expedient for effective operational administration of its affairs and organisational activities.

### 2. AREA OF OPERATION

2.1 The area of operation and jurisdiction of the BOBROA shall extend to the whole of India geographically.

2.2 In event of initiation or conduct of legal proceedings or process against the BOBROA, the jurisdiction shall vest at the centre where its Registered office is situated as defined in **Article No. 1.3**

### 3. AIMS AND OBJECTIVES

3.1 The BOBROA shall be a non-political organisation. The Aims and Objectives of the BOBROA shall stand defined as follows:

3.2 To organise and unite all former officer Retirees and Resignees from the **Bank of Baroda** ( a body corporate constituted under the Banking Companies Acquisition and Transfer of Undertakings - Act 1970 ) having its Head Office situated at Baroda Bhavan, R. C. Dutt Road, Alkapuri, Vadodara-390007, Gujarat State and having its Central Corporate Office situated at Baroda Corporate Centre, C-26, G Block, Bandra Kurla Complex, Bandra (East), Mumbai-400 051, Maharashtra State in India and to foster among them a spirit of fraternity, harmony, fellowship, solidarity and *esprit de corps* for common goal of amelioration of their interests and wellbeing.

3.3 To secure and safeguard the legitimate and deserving interests, legal rights and privileges of the members of BOBROA in particular and other retirees of Bank of Baroda in general as a whole being termed BOB retirees community composite and their spouses.

3.4 To care and promote the economic and social well-being of the members and enhance their status and respectability.

3.5 To maintain positive and fruitful relations with management of the Bank of Baroda to maintain and protect and improve the Pensionary and other Retiral benefits and any other advantageous gains.

3.6 To affiliate, federate or confederate with all organisations at Bank as well as Industry level and seek affiliation to National Pensioner/Retiree Organisations as



## BANK OF BARODA RETIRED OFFICERS' ASSOCIATION CONSTITUTION

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determined by Governing Council herein after referred to.

- 3.7 To make proper representation and /or setting up of rapport and forum with the concerned and competent authority/ies, Government, Indian Banks' Association and the parent Bank for redressal of grievances of members in particular and other retirees in general inclusive of their spouses.
- 3.8 To co-operate and have liaison with other organisations in India, who have objectives, wholly or in part, akin to those of the BOBROA by exchange and dissemination of information, data, publications and by undertaking Co-ordinated / Joint / Common Programme/s and activities.
- 3.9 To initiate steps to resort to judicial process for removal of anomalies / injustice non-equilateral in the pensionary and retiral benefits to members and their spouses, on Governing Council being duly satisfied about the maintainability of the legal action and for improvement in the foregoing area.
- 3.10 To receive grants, donations, contributions and gifts from any person/s, firms, corporation or Government and other institutions towards achieving the aims and objectives of BOBROA.
- 3.11 To own, acquire, purchase, sell or give or obtain on lease-basis properties including immovable property/ies for carrying on the activities of BOBROA.
- 3.12 To invest funds of BOBROA in such investment/s as may be determined by the Governing Council, from time to time.
- 3.13 To edit and publish periodicals, magazines, books to further the objectives of the BOBROA.
- 3.14 To establish Public Trust/s and/or Society/ies under the act in force for implementing / carrying out Projects/Programmes of welfare and other activities in conformity with the aims and objects of BOBROA.
- 3.15 To organise social, cultural, devotional, spiritual, educational, medical, sports and such other welfare activities for members and families and spouses.
- 3.16 To do and perform all such acts and things as may in the opinion of the BOBROA be incidental or conducive to the attainment of all or any of the aims and objectives of the BOBROA.



## BANK OF BARODA RETIRED OFFICERS' ASSOCIATION CONSTITUTION

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3.17 BOBROA shall endeavour to further the aforesaid aims and objects by all legitimate, peaceful and democratic methods, including negotiations, adjudications, meetings, deliberations, discussions and exchange of notes and exigency based mass rallies, demonstrations and such other propagation of equanimity and advocating and furthering suitable legislation/s and such other methods and avenues as BOBROA may from time to time chalk out and deem expedient and beneficial to bank retiree membership and the retiree community.

### 4. ELIGIBILITY CRITERIA OF LIFE MEMBERSHIP OF BOBROA

4.1 Any officer in employment of the Bank of Baroda, who has:

- a) Retired on superannuation as per Bank's rules for officers from time to time.
- b) Voluntarily retired as per Bank's service rules for officers as in force from time to time.
- c) Voluntarily retired as per the Bank of Baroda (Employees') Pension Regulations, 1995 and
- d) Retired voluntarily under special scheme introduced by the Bank at any time or hereafter under any tenor and terminology.
- e) Retired compulsorily as per Bank's service rules for the officers as may be applicable from time to time.
- f) Former officer who has relinquished Bank services as per the Bank rules.
- g) Retired Officers, who have retired prior to 1st April, 2019 from the erstwhile 'DENA Bank' and erstwhile 'VIJAYA Bank' and who have retired on Superannuation or Voluntarily Retired or Retired Voluntarily under Pension Rules or under any Special Scheme or Retired Compulsorily as per the Rules of the respective erstwhile Banks

shall be entitled to become Life member of the BOBROA on payment of such fees and payments as decided either by the Governing Council or Core Committee of the BOBROA.

4.2 a) The spouse of the deceased Primary Member or any other member of deceased eligible for family Pension and/or retirees' welfare benefits, shall be entitled to become Primary member of the BOBROA. That is the surviving



## BANK OF BARODA RETIRED OFFICERS' ASSOCIATION CONSTITUTION

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spouse or family member of the life member, who is entitled to family Pension shall stand continued as a member without payment of any further subscription.

- b) The spouse of the deceased retiree, who was not the Primary Member of the BOBROA, shall be entitled to become a Primary Member of the BOBROA on payment of such fees, which is presently Rs. 600/- or on payment of fees as may be decided either by Governing Council or Core Committee of the BOBROA.

4.3 Any officer of Bank of Baroda, who has resigned after having served the Bank for more than -10- years will be entitled to become a life member of BOBROA on payments of fees and payments as decided by the Core Committee of BOBROA or the Governing Council.

4.4 An officer, who is dismissed from the service of the Bank, shall not have eligibility to seek membership of the BOBROA.

4.5 The request of any retired officer for obtaining the membership of the BOBROA will be entertained after taking into consideration of the information about his / her past background. He / She shall not be granted the membership, if it is deemed to be prejudicial / inimical to the aims and objectives of the BOBROA, as may be decided by Core Committee or the Governing Council.

### 5. NON-ELIGIBILITY/DISCONTINUATION IN MEMBERSHIP OF BOBROA

5.1 A member shall stand being non-eligible for being continued as a member of the BOBROA under the following situations and circumstances and contingencies :

5.2 If he holds office or office bearer of any other Retirees' Organisation of Bank of Baroda either cadre-based or multi-cadre based Retirees' Organisation/s shall not be eligible. However, dual Membership is allowed, provided that the member concerned is not holding any office and/or office bearer of such other Retirees' organisation/s will be eligible.

5.3 If he holds office or is an office bearer at any organisation of ~~Bank of Baroda~~ Retired Employees/Officers of any other Public Sector or Private Sector or Co-operative Bank / or any group / association of Bank Employees / Officers.

5.4 In the event of any member having been found engaged in activity, propaganda, written or oral expression that impairs, injures, obstructs and/or be deemed



## BANK OF BARODA RETIRED OFFICERS' ASSOCIATION CONSTITUTION

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inimical to smooth functioning of the BOBROA, when viewed from constitutional framework and provisions thereof, such member shall be deemed to have relinquished his/her membership in BOBROA, which will lead to discontinuance from the membership. Any one of the following shall be deemed as the Competent Administrative Source to exercise the powers in this respect and act thereon in a discreet manner.

- a) Governing Council
- b) Core Committee
- c) National President
- d) Executive President
- e) General Secretary

5.5 If any such case arises in their respective jurisdiction, which is covered under aforesaid provisions of the Article 5.1 to 5.3, then the Zonal President and/or the Zonal Secretary of the Zone concerned shall send due intimation with the required detailed information along with their appropriate recommendations for action to be taken to the National President / the Executive President or the General Secretary for initiating further necessary disciplinary action in this regard.

5.6 Under the abovementioned circumstances, either the National President or the Executive President or the General Secretary, singly or jointly, shall have emergency discretionary powers to discontinue the membership of the member concerned, without assigning any reason. The National President and/or Executive President and/or the General Secretary shall be empowered to exercise the powers for instantaneous expediency so demands, subject to the same being exercised on a condition that the Governing Council and/or Core Committee shall be duly advised thereof and get their the action confirmed from the Core Committee and/or Governing Council. This exercise of such power is subject to a provision that such discretion will be exercised sparingly and in highly emergent circumstances so arising in exceptional instances when organisational positive interests are at stake against the larger interests of the BOBROA.

## 6. SUBSCRIPTION

6.1 Its structure, nature and size shall be arrived at and determined either by the Governing Council or Core Committee from time to time.

6.2 Every eligible retiree officer, for enrolment as a member, will be required to pay Life Membership fee as may be decided by Governing Council of BOBROA from time to time. This at present is Rs. 5000/- (w. e. f. 01-01-2018) for a Life time Membership.





## **BANK OF BARODA RETIRED OFFICERS' ASSOCIATION CONSTITUTION**

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The surviving Spouse or family member of the life member, who is entitled to the Family Pension or welfare benefits shall stand continued as a member without payment of any further subscription.

6.3 All members will have to contribute to Reserve and other emergency funds as may be formulated by the Governing Council of BOBROA from time to time.

6.4 The membership subscription once paid and receipted by the BOBROA is non-refundable for any reason including relinquishment on his own volition or termination of membership for any reason or circumstances by the BOBROA.

### **7. ADMISSION OF HONORARY MEMBERS**

7.1 A Person may be admitted as Honorary Member by the General Body on the recommendation of the Governing Council subject to the provisions of Section 22 of The Trade Union Act, 1926. The number of such admitted members shall not exceed Two. Such person need not be eligible to become an ordinary member of the BOBROA and shall not be required to pay any membership fee.

### **8. ROLE OF MEMBERS**

8.1 It shall be a deserved expectation from each member of the BOBROA to put in endeavors for the following to strengthen the Organisation.

8.2 To observe, assist, work and promote aims and objects of the BOBROA for its welfare-oriented ends.

8.3 To discourage and non-participate in any activity or efforts for the formation of sectionalised or separatist group/s and entity of retiree officers of the Bank of Baroda and not to lend support directly or indirectly to any movement of such nature or type and character that weakens or stands inimical to solidarity and unity of the BOBROA in its interests.

8.4 To value and preserve the rich heritage of Bank of Baroda and to renounce practice or precept derogatory and inimical to business interests and image of the Bank of Baroda and its in-service officers, executives and administrators.

8.5 To protect and improvise companionship, spirit of fellowship and brotherhood, welfare and positive interests of members of BOBROA with harmonious relationships.

8.6 To put in efforts as feasible to contribute towards enlargement of membership of



## BANK OF BARODA RETIRED OFFICERS' ASSOCIATION CONSTITUTION

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the BOBROA and not to entertain trends, efforts, activity contrary to this purpose.

- 8.7 To entertain, cherish, inculcate and maintain the unflinching sense of loyalty and devotion to the parent institution, the Bank of Baroda.

### 9. REGISTER OF MEMBERS

- 9.1 The BOBROA shall maintain a register of the entire membership containing the name of self, spouse and place of their residence, phone number and contact person name, address, telephone number and email id as supplied by the member to the BOBROA.

- 9.2 The Register of membership shall remain open for inspection by any member of BOBROA at the notified administrative office situated at Vadodara during the working hours observed by BOBROA after giving an intimation in writing of a minimum of Seven days to the General Secretary.

### 10. MANAGEMENT & ADMINISTRATION OF BOBROA

- 10.1 The various bodies of the BOBROA constituted under the provisions of this constitution shall have the following order of precedence in the matter of Powers and Authority and administrative Functional jurisdiction :

1. General Body
2. Governing Council
3. Core Committee
4. Zonal Committee For Each Constituted Zone.

- 10.2 In the event of any dispute in the stand, action, policy or decision/s between any two or more of the bodies, the decision of the body higher among them in precedence in the above order shall have the over-riding effectual compliance and authoritative implementation.

### 11. GENERAL BODY

- 11.1 The General body shall comprise of the delegates nominated by the Zonal units of the BOBROA, well before the meeting of the General Body and shall meet once in Four Years. Each Zone shall be entitled to nominate its primary member as delegates to constitute the General Body of BOBROA on the basis of one (1) delegate for every block of -100- primary members or as may be decided by the General Secretary in consultation with National President in addition to Zonal Committee Members and Governing Council Members.



## BANK OF BARODA RETIRED OFFICERS' ASSOCIATION CONSTITUTION

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- 11.2 The delegates nominated to the General body shall hold the office during the tenure of the Zonal Unit, which has nominated him/them to the General body. The zonal unit shall have discretion to recall any delegate/s and substitute another in his place, under advice to that effect to the Governing Council of BOBROA. Such advice shall be signed by the President and Secretary of the Zonal unit.

### 12. GOVERNING COUNCIL

- 12.1 The Governing Council of BOBROA will conduct and manage, administer and control and have superintendence in all respects and to every extent, for the affairs, administration and organisational matters from time to time arising in the functioning of the BOBROA with complete fullness of competence in authority and jurisdiction to frame policy, rules and regulations and allied ways and means to be formulated thereon per constitutional provisions of the BOBROA contained therein. For the performance of this functional jurisdiction and due discharge of duties and obligations thereunder, the Governing Council will comprise members nominated by Zonal units of BOBROA in consultation with the National President & General Secretary in the proportion of one (1) member for every block of -150- members. The BOBROA team shall consist of the following Governing Council office bearers to represent Central administrative unit at the Apex-level of BOBROA.

<b>Chairman</b>		
<b>National President</b>	-	<b>One</b>
<b>Executive President</b>	-	<b>One</b>
<b>National Vice Presidents</b>	-	<b>One for each zone</b>
<b>General Secretary</b>	-	<b>One</b>
<b>Jt. General Secretaries</b>	-	<b>Four</b>
<b>Dy. Gen. Secretary</b>	-	<b>One</b>
<b>Asst. Gen. Secretaries</b>	-	<b>One for each zone</b>
<b>Finance Secretary</b>	-	<b>One</b>
<b>Asst. Finance Secretary</b>	-	<b>One</b>
<b>Central Administrative Unit-</b>		<b>Five (need-based)</b>

- 12.2 The Chairman shall be nominated by the General Body on the recommendation of the Governing Council. He shall be ex-officio member of Governing Council, Core Committee and other committees of BOBROA.

- 12.3 The National President and the General Secretary shall be elected by General



## BANK OF BARODA RETIRED OFFICERS' ASSOCIATION CONSTITUTION

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Body by way of direct election and they shall constitute ex-officio members of the Governing council and Core Committee or any other committee or sub-committee of the BOBROA.

- 12.4 The other office-bearers will be elected by the members of the Governing Council from amongst them.
- 12.5 The Governing Council shall have the power to co-opt members from unrepresented geographical territories and cosmopolitan quarters and/or other sectors amongst the membership.
- 12.6 The President and Secretary of Zonal units will be duly constituted ex-officio members on the Governing Council.

### 13 CORE COMMITTEE

13.1 The Core Committee consists of Principal Office Bearers of Central Administrative Unit viz.:

- (1) **Chairman**
- (2) **National President,**
- (3) **Executive President,**
- (4) **General Secretary**
- (5) **Jt. General Secretaries and**
- (6) **Deputy General Secretary**

will be constituted to be convened as required to facilitate prompt and fruitful discussions and decisions on administrative and functional issues/problems/matters and render periodical assistance in the ongoing and overall functioning of the BOBROA.

- 13.2 The National President and/or the General Secretary shall have the powers to invite any other Central/Zonal Unit Office Bearer/s or member to participate in the core committee meeting depending upon the subject matter. The Core Committee shall be deemed next to Governing Council in administrative hierarchy of its functions and role and will constitute the Administrative powers Centre stage and serve as a focal point to deliberate and decide the matters and keep apprised the Governing Council at its next meeting.
- 13.3 The Core Committee shall have the power of screening the problematic applications for membership mentioned at Article 4.5 referred to it by the General Secretary to avoid intrusion of person/s without bonafide intention in the



BOBROA.

**14. ZONAL COMMITTEE**

**14.1** The Governing Council will form and establish Zonal Committee/s for various geographical areas to discharge the following functions:

- a) Enrolment of new members.
- b) Collection of subscription, contribution etc.
- c) Attending to problems of Members of the Zone.
- d) Carry out the programmes and functions as decided by the Governing Council and/or the Core Committee.
- e) Maintenance of Zonal accounts and records.
- f) Any other function/s as may be assigned by the National President, and/or the Executive President and/or the General Secretary.

**14.2** The Zonal Committee will have a maximum of -20- members elected at the respective Regional Unit meeting of Life Members of the operative territory in proportion to one (1) member for every block of -50- members. The zones having membership of more than 1000 can have one (1) additional zonal committee member for every -100- members over -1000-, subject to maximum of -25- Zonal Committee Members. The Zonal Committee will have the following office-bearers elected by the Committee Members from amongst them:

<b>Zonal President</b>	-	<b>One</b>
<b>Zonal Vice Presidents</b>	-	<b>Two</b>
<b>Zonal Secretary</b>	-	<b>One</b>
<b>Zonal Asstt. Secretaries-</b>		<b>Two</b>
<b>Zonal Treasurer</b>	-	<b>One</b>
<b>Asstt. Treasurer</b>	-	<b>One</b>

**14.3** The Zonal administration shall not exchange correspondence or communication with the Bank authorities on a policy level or Industry-level issues and matters with the Bank's Head Office or Central Office so as to maintain uniformity and propriety and avoid the risk of duplication on behalf of the BOBROA as a whole since such type and nature of correspondence or communication or approach is undertaken and attended to by the apex-level Central Office-bearers Chairman / National President / Exe. President / Gen. Secretary. However, Zonal President / Zonal Secretary can discuss and sort out individual operational issues with Zonal / Regional / Concerned H. O. authorities of Bank under advice to the Central Office.

**14.4** The Zonal Committee shall have powers to Co-opt. Members in consultation with



## BANK OF BARODA RETIRED OFFICERS' ASSOCIATION CONSTITUTION

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General Secretary from unrepresented Sections.

### 15. ELECTIONS

15.1 The Governing Council shall have powers to form an Election Committee, nominate members thereon for the conduct of elections at Zonal as well as Central level. The said Committee shall constitute of -5- (Five) members and the Joint General Secretary will be its Convener. The Election Committee shall frame Rules and Procedure for conducting the elections at the Zonal and Central level and get it approved by the Governing Council.

(Under the provision of the constitution, a Sub-Committee was formed to look in to the present “**Rules and Procedures for Elections for Zonal Committees**” and suggest necessary changes/amendments in the said Rules and Procedures for the Election for Zonal Committees. Based on its Report, the Governing Council approved and passed the said revised Election Rules and Procedures at its meeting held on the 28th May 2022 at Ahmedabad and recommended to place it at the General Body on for its final approval and adoption.

The said amended “**Rules and Procedure for Elections for Zonal Committees**” were thereafter placed before the General Body at its meeting held on 29th May 2022 at Ahmedabad and the same were approved and adopted by the General Body on 29th May 2022 at Ahmedabad.

The said amended Election Rules and Procedures for the Elections for Zonal Committees shall be effective from **1st June 2022**.

The said amended Election Rules and Procedures have been appended as **ANNEXURES “A” and “B”** of this Constitution).

### 16. TENURE

16.1 The tenure of the General Body, Governing Council, Core Committee and Zonal Committee shall be normally four years. However, the same shall stand authorised to continue to function till new body/ies come into the existence as provided in the Constitution.

16.2 The tenure of the office-bearers of the Governing Council, Core Committee and Zonal Committee shall be four years normally. They shall, however, stand authorised to continue to hold offices till the elections are held at the next General Body Meeting.

16.3 In the event of any post/s on the Governing Council or Core Committee or Zonal Committee falls vacant due to demise, resignation, cessation or recall of any member, and/or whenever it is found necessary/expedient to add additional post/s, the National President / Executive President in consultation with the General Secretary will fill- in it by co-option for the post/s falling vacant and/or any



## BANK OF BARODA RETIRED OFFICERS' ASSOCIATION CONSTITUTION

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other additional post/s till the new election/nomination is held/made.

### PERIODICITY, BUSINESS AND POWERS

#### 17 GENERAL BODY

- 17.1 The General body shall be considered the supreme body of BOBROA and shall have absolute and irrevocable powers to take all decisions relating to policy matters, including amending altering, adding, substituting and rescinding any one or more clauses / articles / provisions of this Constitution.
- 17.2 The General body shall meet once in four years at such place and time as may be decided by the Governing Council to transact the following business :
- a) To consider and adopt the General Secretary's Report and audited statement of accounts.
  - b) To appoint auditors.
  - c) To consider amendments to the Constitution as recommended by the Governing Council and/or brought forward by delegates after giving due intimation thereof.
  - d) To elect National President and General Secretary of the BOBROA as per the Provision at Article 12.3
  - e) To nominate the Chairman of the BOBROA as per the Provision of Article 12.2, if so deemed expedient and fit.
  - f) To admit maximum two 'Honorary Members' as recommended by the Governing Council in terms of provisions at Article 7.1, if so deemed expedient and fit .
- 17.3 Only the delegates nominated to the General body by Zonal units will be eligible for election and shall have powers to vote at the ordinary or special meetings of the General Body.
- 17.4 The General Secretary in consultation with the National President/Executive-President may convene a special meeting of the General Body for transacting urgent specific business.
- 17.5 A Notice of -30- numerical days will be necessary for Ordinary/Special meetings of the General Body.
- 17.6 The Notice for Ordinary as well as Special Meeting/s of the General Body will be sent to the registered Postal address of the delegates by ordinary post or any other digital mode such as Email, WhatsApp or through other digital platform or at the delegate's email id. Non-receipt of the notice by a member or by a few members



## BANK OF BARODA RETIRED OFFICERS' ASSOCIATION CONSTITUTION

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shall not invalidate the proceedings of the meeting/s.

17.7 The Delegates desirous of moving any resolution/motion at any of the ordinary/special meeting of the General body shall give at least -15- numerical days' intimation to the General Secretary.

### 18. GOVERNING COUNCIL

18.1 Periodicity: Periodicity to convene a meeting of Governing Council shall be generally once in a year or as per requirement and exigencies as may be perceived by the National President and/or the General Secretary.

### 18.2 BUSINESS/POWERS:

- a) It shall be the duty and responsibility of the Governing Council to implement the programmes, policies and directives of the General Body and to take all such measures as may be necessary within the framework of this Constitution for strengthening the organisational and financial status of the BOBROA.
- b) When General Body is not in session and the Governing Council is of the opinion that it is not feasible to convene the meeting of the General Body to decide any matter of urgent nature, which should ordinarily have been referred to the General Body, the Governing Council shall have jurisdiction to take such actions and steps as necessary. In such an eventuality, the Governing Council is required to report such matter/s, to the General Body at the earliest opportunity. This, however, is subject to the condition that the Governing Council shall not consider/decide on the matter/s specifically set out in article No. 17.2 (a) to 17.2 (f) as the business / agenda to be transacted by the General Body falling exclusively within preview of the General Body.
- c) Subject to the provisions contained above, the Governing Council shall have powers to take decisions on any issue relating to the BOBROA and such decision/s should be conveyed to all members by the General Secretary in appropriate ways and means.
- d) Without prejudice to the generality of the foregoing powers, the Governing Council shall have absolute and full powers to frame rules for:
  - i) Conduct of Business at Meetings of General Body, Governing Council, Core Committee and Zonal Committees.
  - ii) Conduct of Elections within the Constitutional framework.





## BANK OF BARODA RETIRED OFFICERS' ASSOCIATION CONSTITUTION

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- iii) Delegations of Authority and Powers to various Office Bearers (of the Zone / and / or Central Management Team) as and when needed and as per the exigencies.
  - iv) Affiliation with other Retirees' Organisation/s.
  - v) Initiate legal process where deemed necessary and expedient.
  - vi) Reimbursement of traveling and other expenses of office-bearers and committee members of Governing Council, Core and Zonal Committees.
  - vii) Allocation of funds, sanction of expenditure and maintenance of accounts per day-to-day needs and as per the occasions and exigencies arising.
- e) The Governing Council shall have due powers to form/appoint sub-committee/s for implementation of the objectives/aims/programmes of the BOBROA and to nominate on such Committee/s members from amongst themselves and /or any members thereof holding valid membership.
- f) The Governing Council shall have powers and authority to collect contribution/s from all the members for monetary benefits derived by them through the efforts of BOBROA as also to meet with any nature or type of unexpected expenses to carry out and fructify various action plans/programmes in the interests and benefit of the members.
- g) The Governing Council shall have powers and all authority to impose any directive or directives including restriction or expulsion from his/her position as any delegate/s, committee members / and / or office-bearer/s and even primary membership if in its opinion such member is found to be acting against the advice, counsel, directive, policy or resolution of the General Body/Governing Council and / or refuse to comply with such advice, counselling, directive, policy or resolution and / or is found to be engaged in anti - BOBROA activities and / or practices and/or such other activities, which are detrimental to the cause of BOBROA, after issuing him a show-cause notice and giving him opportunity to explain his / her case.  
(Please also refer to Articles 5.1 to 5.6 in this regard relating to the "Non Eligibility/Discontinuation in Membership of BOBROA).
- h) The office-bearers elected at the General Body and members nominated to the Governing Council shall be ex-officio members of the respective Zonal Committee in whose area of operation they reside.
- i) Vacancies caused on the Governing Council by demise, resignation, removal,



## BANK OF BARODA RETIRED OFFICERS' ASSOCIATION CONSTITUTION

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shall be filled up by co-option. In such instances, the Co-option shall be by the Governing Council from amongst the delegates of the General Body or by nomination as per the need and exigency arising.

- j) Notice: Generally, a notice of -21- (twenty one) numerical days will be desirable for convening a meeting of the Governing Council. However, in exigencies, a shorter notice period will serve the purpose and shall be deemed to be in order.

### 19. CORE COMMITTEE

- 19.1 **Periodicity:** The Core Committee may normally meet once in a six months' periodicity or as often as expedient and found necessary as per the requirements.

#### BUSINESS/POWERS

- 19.2 The Core Committee shall guide and assist the National President/Executive President and General Secretary and reinforce their efforts to carry out the functioning of BOBRA purposefully and effectively and will enjoy administrative and executive powers to serve as the focal point to deliberate and decide the matters and subjects to be reported to the Governing Council. The Core Committee shall have powers to carry out duties and functions as may be decided by the Governing Council within the frame work of the Constitution. The Core Committee will discuss the issues, matters placed before it by the General Secretary and National President and Executive President and will formulate its views and/or action points to be placed before the Governing Council for arriving at final decision for the affairs of the BOBRA .

- 19.3 **Notice:** A notice of -15- numerical days will be necessary for convening the meeting/s of the Core Committee. However, in emergent circumstances, a shorter notice period will serve the purpose.

### 20. ZONAL COMMITTEE

- 20.1 **Periodicity:** The Zonal Committee may meet twice a year or as often as may be necessary.

- 20.2 **Business/Powers:** The Zonal Committee may formulate its own action plan/s to put into action the programmes formulated by the General Body or Governing Council or Core Committee. The Zonal Committee shall make efforts to organise appropriate social functions for the retired officer colleagues in its various areas of operation. It may also organise meetings on virtual platform/s with a view to



## BANK OF BARODA RETIRED OFFICERS' ASSOCIATION CONSTITUTION

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discuss the members' problems, its solutions, other information related to the Retirees in general.

- 20.3 Notice:** A notice of -15- numerical days will be necessary for calling meeting of Zonal Committee. However in emergent circumstances, shorter notice period will be in order.

### 21. DUTIES

- 21.1 Chairman :** To guide and provide broad directions to the various constituents of the Central Leadership for the achievements of aims and objectives of BOBROA.

- 21.2 National President:** The National President when present shall preside over all the meetings of BOBROA, including its Committee Meetings, preserve order, sign all the minutes and shall have a casting vote. The administrative and functional powers of the Association shall be vested in the President, which he may exercise through the principal Office-Bearer, the General Secretary as a Prime Executive functionary of the BOBROA within the framework of the Constitution. He shall have powers to convene an emergency meeting of the Governing Council/ Core Committee.

- 21.2 Executive President:** The Executive President shall function and operate in collaboration and consultation with the National President and General Secretary, the latter being duly elected by the General Body of the BOBROA, who both shall be deemed to be prime administrators to function and operate the organisation in planning activities and administering the organisation as a whole in its entirety. When the National President not being present, the Executive President will conduct meeting, preserve order, and sign minutes being equipped with a casting - vote, if need arises.

- 21.3 National Vice President/s:** The National Vice President/s shall assist the President and Executive President and General Secretary in the discharge of their functions and duties. In addition, the Governing Council and Core Committee may assign specific duties/tasks to the National Vice-President/s to be carried out by him/them. In absence of the President and Executive President, any of the Vice-President present as proposed by the Governing Council/General Body/Core Committee, as the case may be, shall preside over the respective Meeting when occasion arises.

- 21.4 General Secretary:** The General Secretary shall perform all such functions as are necessary for achieving the objectives of the BOBROA as contained in the



## BANK OF BARODA RETIRED OFFICERS' ASSOCIATION CONSTITUTION

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constitution. Further, he shall initiate and exchange all the correspondence, convene and hold all the meetings of the General Body/Governing Council/Core Committee in accordance with provisions in the constitution, take minutes, which shall be read and confirmed at the next meetings / and get signed by the National President or the President of that/these meetings. He shall conduct the whole administration and functioning of the Central office unit of BOBROA, exercise supervision, superintendence, administrative functioning, supervise finance management and other related areas, make representation/s, arrange interview/s and exercises supervision over all the affairs of the BOBROA. The General Secretary shall be the focal point and executive functional centre stage of the organisation. He shall prepare a report on the working of the BOBROA and submit the same to the General Body at its four yearly/special meeting/s after obtaining approval of the Governing Council. He shall have the powers to incur/sanction the expenses for conduct of the affairs of the BOBROA and to engage on remuneration any person or persons or service providers or agencies in consultation with the National President/Executive President as needed and subject to the approval or confirmation of the Governing Council, wherever necessary as per the constitutional provisions. He shall have the powers to call for contributions towards Reserve, General, Legal or Emergency Fund and incur/sanction the expenses. The General Secretary shall be required to submit the statements and returns etc. to the various authorities as required under the laws/acts in force from time to time.

- 21.5 Joint General Secretary/ies:** The Joint General Secretary/ies shall assist the General Secretary in carrying out all the functions and duties enumerated in Article 21.4 above. There being more than One Joint General Secretaries, each one of them shall stand in a position to carry out the functions/duties as may be allocated to him by the National President and/or the Executive President and/or the General Secretary.
- 21.6** In the event of the General Secretary not being available for organisational work, for a long duration, one of the Jt. General Secretary shall be designated to act in place of the General Secretary. Such designated Joint General Secretary shall be deemed to be next in the hierarchy to the post of the General Secretary for all intents and purposes.
- 21.7 Deputy General Secretary:** The Deputy General Secretary shall assist General Secretary and Jt. Gen. Secretary in carrying out the functions and duties as may be assigned to him by the National President and/or the Executive President and/or the General Secretary.



## BANK OF BARODA RETIRED OFFICERS' ASSOCIATION CONSTITUTION

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**21.8 Asst. Gen. Secretary:** The Asst. Gen. Secretary shall generally assist the General Secretary and shall carry out routine and day to day duties/functions assigned to him by either by the National President and/or the Executive President and/or the General Secretary or the Deputy General Secretary. He is expected to make periodical reports to the General Secretary on his functioning on regular frequencies.

**21.9 Finance Secretary / Asst. Finance Secretary:** The Finance Secretary shall be responsible for all receipt sums of money which may from time to time be received in and to the source of funds of the BOBROA and to be paid out towards all expenditure sanctioned by the Governing Council/Core Committee and/or the Executive President and the General Secretary within respective areas. He shall prepare vouchers for all the expenses and get them signed by the Executive President and the General Secretary. He shall keep the records and accounts of all receipts and payments against relative proper vouchers. He shall ensure that all bills, vouchers etc. are received/prepared before payment/s are passed and signed and sanctioned by the General Secretary. He shall operate upon the Bank account/s and sign cheque/s etc. jointly with any one of the other authorised signatories as mentioned in Article No.22.3 of the Constitution. It shall be the proper responsibility of the Finance Secretary to submit periodical statements/reports on the fund position of BOBROA to the Governing Council/Core Committee to prepare the accounts of the BOBROA and get them audited by Chartered Accountant within a reasonable period under advice to the Executive President and the General Secretary. The Asst. Finance Secretary will assist the Finance Secretary in all his functions and duties and he will act as Finance Secretary in long absence of the Finance secretary.

## 22. FUNDS

**22.1** The funds of the BOBROA shall vest in the authority of the Governing Council and may be spent for implementing/carrying out the aims, objectives and purpose of the BOBROA.

**22.2** The source of finance of BOBROA shall comprise of Members' Subscriptions, Special Contributions, Donations, Gifts from the Members and/or well-wishers, Delegates' fees etc., and other channels as per the provisions of the Constitution, which may feed the organisation in a permissible way.

**22.3** The fund of BOBROA shall be kept with public sector Bank/s and Prime Private sector Bank/s in Current, Saving or time deposit accounts or Govt. Securities as decided by Governing Council. The funds can be kept with Post office Savings and



## BANK OF BARODA RETIRED OFFICERS' ASSOCIATION CONSTITUTION

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Time deposit accounts as decided by the Governing Council. Such accounts and funds disbursements are to be operated upon by and the cheques signed by any two of the following office-bearers viz. National President or Executive President or General Secretary or Jt. General Secretary or Dy. General Secretary jointly.

- 22.4 The funds of the BOBROA shall not be spent on any other objectives which are being approved by the Governing Council and duly appraised thereto.
- 22.5 Payment of remuneration to persons or service providers engaged by the BOBROA as detailed above.
- 22.6 The payment of expenses of the administration and functioning of the BOBROA including audit fees for audit of General Accounts.
- 22.7 The prosecution or defense of any legal proceedings to which the BOBROA or any member thereof is a party, when such prosecution or defense is undertaken for the purpose of securing or protecting any rights or privileges of members of BOBROA. The process needs to be resorted to with due approval of the organisational authorised focal points provided in the Constitution.
- 22.8 Conduct of legal disputes on behalf of the BOBROA or any member thereof with due approval per the provisions of the Articles 23.1 to 23.4
- 22.9 Provision of educational and social benefits to the members as decided by the Governing Council, if need be.
- 22.10 Payment of affiliation fees to Apex-level body of retirees in Banking Industry or any other Body as may be decided by the Governing Council.
- 22.11 The Governing Council shall be responsible and accountable for protecting and proper application of funds, properties and effects of BOBROA.
- 22.12 The General Secretary or the Finance Secretary shall not keep more than Rs. 25,000/- (Twenty Five Thousand) as Petty Cash on replenishment basis against bills. The Zonal Secretary/Treasurer also shall not keep more than Rs. 25,000/- (Rupees Twenty Five Thousand Only) as Petty Cash on replenishment basis against the bills.
- 22.13 The General Secretary shall cause the accounts of BOBROA to be audited by the Chartered Accountant approved by the Governing Council for the year ending 31st March every year and present the same to the Council for due approval.



## **BANK OF BARODA RETIRED OFFICERS' ASSOCIATION CONSTITUTION**

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**22.14** The Books of Accounts shall be open for inspection by the Government Official/s or by any member subject to proper prior intimation to be obtained and with regard to the organisational convenience there of.

**22.15** The accounting year of BOBROA shall be the Calendar year from 1st April to 31st March.

### **23. LEGAL PROCEEDINGS**

**23.1** The BOBROA, a Body Corporate, may sue and be sued in the name of the General Secretary or in the name of any other person/s so authorised by the Governing Council in respect of its own interests rights, and obligations. The BOBROA may initiate/take legal proceedings in the name of General Secretary or in the name of any other person/s, so authorised by Governing Council for enforcement or protection of the legal and fundamental rights and privileges of its members for their beneficial interests.

**23.2** The BOBROA having its Registered and Administrative Office at Baroda, all its legal proceedings shall be subject to Legal Jurisdiction in the State of Gujarat at Vadodara, Gujarat, India.

**23.3** The National President, Executive President and/or General Secretary shall constitute of a "Central Legal Group" headed by a "Convener", consisting of such members, as may be considered expedient, duly having the insight and understanding of the Legal Issues, Process and Proceedings so as to handle and monitor the BOBROA's Legal matters and for having appropriate coordination with the Advocates engaged by the BOBROA, and brief them, as and when necessary.

**23.4** The Convener, Central Legal Group, in consultation with the National President, Executive President and General Secretary shall decide the quantum of Advocates' Legal Fees and other Legal Expenses on case-to-case basis.

**23.5** The Convener of the Central Legal Group shall be Ex-Officio Member of the Core Committee, Governing Council and General Body and other Committees.

**23.6** The Members of the Central Legal Group shall also be Ex-Officio Members of their respective Local Zonal Team and shall be entitled to attend the General Body as Delegates.



**24. INTERPRETATION AND REMOVAL OF AMBIGUITIES**

24.1 The National President and/or Executive President and/or General Secretary may issue clarification/s for removal of ambiguities, if any, and such clarification/s shall be treated as a valid part of the constitution. All such clarification/s shall be placed before the Governing Council and the General Body at its next meeting for ratification and due approval thereof.

**25. AMENDMENT TO CONSTITUTION**

25.1 The Rules/articles of the Constitution can be amended, altered, replaced, rescinded and added at the General Body Meeting by two-third majority of members present at such meeting.

**26. REQUISITIONED MEETINGS**

26.1 On requisition in writing made by not less than 1/3rd delegates/members of General Body/Governing Council for transacting specific Business/Agenda, a meeting of General Body/Governing Council as the case may be, shall have to be convened by the General Secretary by issuing a notice for such requisitioned meeting within a period of -30-numerical days from the date of receipt of such requisition at the Registered/Administrative office of the BOBROA. In the event of the General Secretary failing to convene such a requisitioned meeting, within the specified period of -30- days as stated, it is mandatory for the National President to convene and hold such requisitioned meeting by giving proper notice of not less than -15- numerical days to all concerned. Such requisitioned meeting shall not transact any business other than that specified in the requisition. However, if the required Quorum is not present at the scheduled time and place of the meeting then the requisitioned meeting shall stand dissolved without transacting any business. The quorum at the requisitioned meeting will be a minimum of 50% of the members who have signed the requisition letter for such a meeting.

**27. QUORUM**

27.1 The quorum for the meetings of the General Body, Governing Council, Core Committee and Zonal Committee shall be 1/3rd of the number of delegates/members of the respective bodies.

27.2 No quorum need be observed for an adjourned meeting on the same day and place, after waiting for one hour from the scheduled time of the meeting.





**28. DECISIONS**

28.1 All Motions before the General Body, Governing Council, Core Committee or Zonal Committee unless otherwise provided in the constitution shall be decided by simple majority. Each member shall have one vote. The President of the meeting shall not vote except when there is a tie, necessitating a casting vote to be exercised. All decisions of the General Body, Governing Council, Core Committee and Zonal Committee shall be binding on the members of the respective bodies and units.

**29. DISSOLUTION**

29.1 The General body shall have full and absolute powers to dissolve the BOBROA with the consent of 3/4th (three fourth) of the total number of the delegates present at the meeting of the General Body convened for the specific purpose after giving due notice. The disposal of assets of BOBROA on dissolution, after meeting the liabilities, if any, shall be disposed off in accordance with the decision of that meeting of the General Body.





**RULES AND PROCEDURES FOR ELECTION TO ZONAL COMMITTEE**

Notwithstanding the fact that the said Rules and Procedures for Election to Zonal Committee, effective from 09/11/2008, had been serving the intended purpose, however, with the growing number of membership and the expression of the urge to participate in the electoral process with greater impetus and intensity, requires the procedure to be more elaborate and provide to deal with the contingent situations and hence at tandem with the requirement of having the entire process accomplished in a comprehensive manner, it was found that it is imperative to have the existing rules and procedures for Elections to Zonal Committees be amended as under:

As approved and authorised by the Governing Council and by the General Body at its meetings held on 28th & 29th May 2022 at Ahmedabad, keeping in view the discussions/deliberations at the said meetings, the BOBROA's amended Rules and Procedures for conducting Election to Zonal Committees as well as for the Central Principal Office-Bearers shall be as under:

**The amended Rules and Procedures for Election to Zonal Committees and the Central Principal Office Bears shall be effective from 1st June 2022.**

- 1. DECLARATION OF ELECTION PROCESS BY THE NATIONAL PRESIDENT**
  - 1.1 The Zonal Committees constituted for each Zone per the provisions in the Constitution of BOBROA, shall normally hold office for four years and in the year in which the election is due, in consonance with the decision taken in the Governing Council (GC), the National President shall declare the holding of elections for the Zonal Committee of each Zone and shall also declare the time frame, normally not exceeding three months, during which the entire process of election and formation of elected Zonal Committees is to be completed.
- 2. DECLARATION OF "CUT-OFF DATE" FOR MEMBER ENTITLED TO PARTICIPATE AT THE ELECTION PROCESS.**
  - 2.1 Simultaneous with the declaration of the election process, the National President shall declare the "**Cut-off Date**" as of which the Primary Members, subject to the Constitution and these Rules so far those are not repugnant to the Constitution, shall be entitled to participate at the electoral process for the formation of the new Zonal Committee.



## BANK OF BARODA RETIRED OFFICERS' ASSOCIATION ELECTION RULES

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3. **RELEASE OF THE LIST OF PRIMARY MEMBERS ENTITLED TO PARTICIPATE AT THE ELECTION PROCESS.**
  - 3.1 The General Secretary, under his signature or under the signature of any of the Joint General Secretary or Deputy General Secretary shall release and send the two sets of the list of the Primary Members (covered as on the "Cut-off Date"), in the Zone concerned with the spread in the respective Region in the soft copy format, as per the "Zones and Regions showing the Geographical Areas" to be covered under each Zone / Region concerned as shown in Annexure "B" of these Election Rules to the Zonal Secretary of the Zone concerned.
  - 3.2 The Core Committee is hereby empowered to make necessary changes as and when necessary, in the "Zones and/or Regions showing its Geographical Areas" (as shown at Annexure "B") to be covered under each Zone / Region concerned and same shall be considered as valid for the Election purpose. Such changes made in the said Annexure "B" shall be final and it shall not be necessary to place it to Governing Council / General Body for its approval.
  - 3.3 Any primary member residing within the said geographical area of the Zone / Region shall only be eligible for contesting for the position of member of Zonal Committee subject to him/her is not otherwise "ineligible" as per Articles 5, 5.1, to 5.6 (of the BOBROA's Constitution) relating to the Non-Eligibility / Discontinuation in membership of the BOBROA.
4. **ACTION TO BE TAKEN BY THE RESPECTIVE ZONE AFTER DECLARATION OF ELECTORAL PROCESS.**
  - 4.1 On declaration of holding of the elections by the National President, within next one month, the meeting of Zonal Committee of the respective Zone shall be called, convened as per the normal procedure and held, *inter-alia*, subject to the conditions that a total number of members to be elected for the Zonal Committee shall be as per Article 14.2 of the Constitution of the BOBROA with relation to the "Cut-off Date" and the list of the Primary Members released by the Central Office, to decide a number of positions of Zonal Committee members, based on Region wise strength of the members.
  - 4.2 On the conclusion of the aforesaid Zonal Committee meeting about taking the aforesaid decisions as well as any other agenda, which may be considered at said Meeting, save and except continuance of the Zonal President, Secretary and Treasurer in their respective position to carry out functions of the Zonal unit as per directions of the General Secretary till the formation of New Zonal Committee and



## **BANK OF BARODA RETIRED OFFICERS' ASSOCIATION ELECTION RULES**

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Office-bearers, the Zonal Committee shall stand dissolved.

### **5. APPOINTMENT OF CHIEF ELECTION OFFICER, CHIEF RETURNING OFFICERS AND RETURNING OFFICERS AND OBSERVERS.**

**5.1** The National President, for co-ordinating the entire election process shall appoint a Chief Election Officer, for the Zonal Committee election to be held in each Zone, also shall appoint a "Chief Returning Officer (CRO)" for each Zone and intimate same to the CRO as well as to the Zonal Secretary of the Zone concerned. The CRO may be a Primary Member of the same Zone or any other Zone. The CRO shall be in-charge of holding the election process in the Zone concerned. Besides conducting the entire election process of the Zone, he shall preside over and conduct the election of the Office-Bearers of the New Zonal Committee.

**5.2** Since each Zone shall comprise of the various Regions, carved out generally as per the Annexure "B" of these Election Rules on the basis of membership strength for each region or as per the criteria decided in this regard by the Core Committee and it shall be taken as the "Election Unit". The CRO, subject to the approval of the National President, on the basis of need, shall appoint one or more "Returning Officer" (RO). The RO may be a primary member of the same Region or any other Region in the same Zone or any other Zone.

**5.3** The National President, considering the facts and circumstances, may appoint one or more "Observer(s)" to observe election process to be conducted in one or more Regions in the Zone and report on the issues as may be required by the National President.

### **6. ISSUANCE OF THE "ELECTION NOTICE" BY THE ZONAL SECRETARY**

**6.1** The Zonal Secretary shall send the list of Primary Members of the Zone as received from the Central Office of the BOBRA to the CRO and the Region-wise positions of Zonal Committee Members to be filled up through the electoral process.

**6.2** The Zonal Secretary shall issue an "Election Notice" to all eligible Primary Members through email / WhatsApp or any other digital means. While necessary care will be taken to see that "Election-Notice" is sent to all eligible Primary Members as stated above, but Non-receipt of "Election-Notice" by one or few Primary Members shall not invalidate the Election. The "Election Notice" shall incorporate the following details:



## BANK OF BARODA RETIRED OFFICERS' ASSOCIATION ELECTION RULES

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- (i) The Date, Time and Place/s of holding the Election (for Zonal / Regional Centres),
  - (ii) The Number of Region-wise Positions (of the Zonal Committee)
  - (iii) The Last Date and Time for receiving the Nomination Form by the Chief Returning Officer of the Zone
  - (iv) The address, email id and Mobile Number of the CRO of the Zone (as to where the Nomination Form is to be sent by the Candidate).
  - (v) The Last Date and Time for the withdrawal of the Candidature
- 6.3 The Nomination Form for proposing the candidature shall be as prescribed by the Central Office of BOBROA and shall be annexed along with the Election Notice.
- 6.4 The copy of the “Election Notice” issued by the Zonal Secretary shall be sent to National President, General Secretary and Chief Election Officer, BOBROA at registered and administrative office at Vadodara and to the CRO of the Zone. The Election Notice shall also be displayed on the website of the BOBROA.
- 6.5 The election shall be held at the place/s as per the situation demands in respective Region(s), at such place(s) keeping in view the strength of the members at a particular city/centre, or as the CRO may decide, in consultation of the Zonal Secretary.
- 6.6 The CRO and/or the RO, if any, shall be entitled to seek the requisite administrative help from the Zonal Secretary for the purpose of identification, selection of voting place, the printing of ballot papers, if required.
- 7. TENDER OF NOMINATION FORMS, SCRUTINY AND PROCESS OF ELECTION.**
- 7.1 For Zonal Committee elections, generally the regions comprised in the Zone shall be “Election Unit” and hence the “Candidate”, “Proposer” and “Secunder” should be the resident of the same Region as is revealed from the list released by the Central Office.
- 7.2 The “Candidate” him/herself, “Proposer” as well as “Secunder” must be the Primary Member of BOBROA should as on the “Cut-off Date” and must be the resident of the same Region. Any primary member found indulging in any activity in terms of Articles 5, 5.1 to 5.6 of the Constitution shall be disqualified for contesting the election and also to vote.
- 7.3 Any member on Governing Council or Zonal Committee, who has resigned from



## BANK OF BARODA RETIRED OFFICERS' ASSOCIATION ELECTION RULES

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his position before the completion of his term will not be eligible to offer himself as an aspirant for any position either on Governing Council and / or Zonal Committee in the election held immediately after his incomplete term and also for next two terms. He will be normally eligible to aspire for such position only after a gap of two terms, if otherwise eligible as per Rules No. 3.3 above. However, in deserving cases, this period can be reduced to one term by Principal Office bearers of the Central Team.

- 7.4 The Nomination Form duly filled in can be delivered to the CRO in person against his / her acknowledgment on copy thereof or by sending the scanned copy of the Nomination Form by email / WhatsApp / other digital channel to the CRO at the address given in "Election Notice". The CRO, shall verify the genuineness of the "Nomination Form" by counter checking it with the candidate by phone and/or by any other means of communication.
- 7.5 The Nomination Form submitted in person or where the Nomination Form is sent by Email followed by hard copy per Registered or Speed Post, and on receiving the Scanned Copy of the Nomination Form, the CRO shall get confirmation for the Candidate concerned that the Scanned copy of the Nomination Form is sent by him/her or not, on getting such confirmation, the CRO will take such Nomination Form in to consideration (even if the hard copy of the nomination form is received late). The Election Notice should specify the last date and time of receiving the Nomination Forms and also state that the Nomination Form/s must be received by the CRO by email, WhatsApp or other digital means on or before 5:00 pm of the last date stated in the "Election Notice" for receiving Nomination Form and in default of the same, the same shall be liable to be rejected.
- 7.6 On receipt of Nomination Form(s) the CRO, who shall scrutinize the same and on next day following the last date of receipt of Nomination Form, shall declare the list of the Candidates, whose nominations are found to be valid. The list shall also contain the name(s) of candidates, if any, whose nominations are found to be invalid. The list shall also contain the name(s) of candidates, if any, whose nomination form is received and rejected along with the reason for its rejection.
- 7.7 If the number of valid nomination(s) is / are lesser than or equal to number of position based on the 'Election Notice' to be filled up, no election shall be held and the such Candidates shall be declared by the CRO to be elected un-opposed and hence uncontested.
- 7.8 In case after such declaration, in view of the valid nominations having been received being lesser than the position to be filled up, such vacant positions in the



## BANK OF BARODA RETIRED OFFICERS' ASSOCIATION ELECTION RULES

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Zonal Committee will be filled up by the newly elected Zonal Committee in consultation and concurrence with the central leadership comprising of the National President, the Executive President and the General Secretary to be conveyed through the General Secretary.

- 7.9 In case the number of valid nominations are more than the number of the positions declared for Zonal Committee, in terms of the "Election Notice", then the election shall be held at day, date, time (with duration of voting time) and venue/s decided and notified by the CRO either in the "Election Notice" itself or by a subsequent Notice to be sent at least -7- days before the date of election. In such an event the voters list of the Region concerned only will be provided to the Returning Officer by the CRO and the Returning Officer may provide the same (in the soft copy format) to the eligible candidate on the written request from the eligible candidate concerned.
- 7.10 Generally elections in all Regions should be held simultaneously. However, CRO may at his discretion hold elections on different dates for each Region looking to the circumstances and geographical condition.
- 7.11 The election shall take place by the secret ballot as decided by the house in session and each primary member entitled to vote shall have only one vote for one position.
- 7.12 Only the Primary Member, who is present in person at the election venue during election time decided by the CRO shall be entitled to cast his / her vote. The Voting by postal ballot shall not permitted or entertained.
- 7.13 The Spouse of a deceased member shall not be eligible to participate in the electoral process i.e. either to be as a Candidate or Proposer or Secunder or to cast vote at the election. However, the Family Pensioner, who has joined as the "Primary" Member by paying the requisite fee, shall have only the right to vote in the election process.
- 7.14 The member entitled to vote shall be eligible to cast the vote in respect of the Candidate pertaining to the concerned Region being resident in that Region as on the date of release of the list under Rule 3.2.
- 7.15 As far as possible the counting and declaration of results should be made on the same day of the election. The RO pertaining to each Region, consequent upon conclusion of the voting and counting of votes shall under his signature report in writing the number of valid votes secured by the respective Candidates in the



## **BANK OF BARODA RETIRED OFFICERS' ASSOCIATION ELECTION RULES**

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region and shall be on the basis of positions to be filled up declare the names of the Candidates who receive the highest votes at the election. The RO shall report the same to the CRO. The CRO will then issue a circular regarding the result of the election of the entire Zonal Committee for information of primary members of the Zone.

7.16 The CRO shall communicate the result of the election on the same day or the immediately succeeding day to the National President, the General Secretary and Chief Election Officer of the BOBROA and the same shall be displayed on the website of the BOBROA.

### **8. ELECTION OF THE OFFICE BEARERS OF THE NEW ZONAL COMMITTEE.**

8.1 On receiving the report from CRO about the declaration of the results of the elected Zonal Committee members, the National President shall announce the constitution of new Zonal Committee and shall direct the CRO for the calling, convening and holding of the meeting of new Zonal Committee to elect office bearers as per the provisions of the Constitution. The National President in consultation with the General Secretary may appoint one or more Observers from and out of the Central Office-bearers to oversee the process of election of office bearers at such Zonal Committee meeting.

8.2 The CRO shall issue appropriate Notice to for holding the first meeting of the newly elected Zonal Committee and he shall preside over the first meeting of the new Zonal Committee, in presence of such Observers if any, for the election of the positions of Office Bearers of the Zonal Committee to be filled up from the newly elected Zonal Committee members.

8.3 On conclusion of the election of Office Bearers, the CRO and the New Zonal Secretary jointly under their signatures, witnessed by the Observers, if any, shall report the result of the elections of Zonal Office bearers to the National President, General Secretary and the Chief Election Officer. The CRO shall also preside over the first meeting of the new Zonal Committee wherein the election of the office Bearers of the New Zonal Committee shall be held. On conclusion of the process of the election of the new office bearers, the CRO shall hand over the charge of the Zonal Committee to the newly elected Zonal President and Zonal Secretary.

### **9. SENDING OF THE RECORDS TO THE CENTRAL OFFICE RELATING TO ELECTION.**

9.1 On completion of the process of the election of new Zonal Committee and its office





## **BANK OF BARODA RETIRED OFFICERS' ASSOCIATION ELECTION RULES**

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bearers, the Zonal Secretary shall send all the records relating to the election, with each original document duly authenticated by him, to the General Secretary at the Central Office and such records shall be preserved at the Central Office at least for a period of one year from the conclusion of the process in terms of above.

### **10. CHANGES / SUBSTITUTION OF CRO, RO, OR THE OBSERVERS.**

**10.1** The National President in consultation with the General Secretary as the situation may require, shall be empowered to change / substitute CRO, RO and Observers relating to the electoral process and such change / substituted CRO, RO and Observer shall be entitled to carry on the electoral process from the point he / she had entered into his / her office.

### **11. GRIEVANCE REDRESSAL.**

**11.1** Any grievance relating to elections of Zonal Committee and / or Zonal Office Bearers, within expiry of -15- days from the date of declaration of the respective results, can be preferred in writing to the National President, who keeping in view the issues involved either may take the decision in the matter or constitute a Committee of three Zonal Secretaries, who are independent to the Zone relating to which the grievance is raised and on submission of their report, take the decision in the matter.

**11.2** The decision of National President in respect of the grievance shall be final.

### **12. ELECTION COMMITTEE:**

**12.1** The Core Committee shall be empowered to constitute the Election Committee comprising of -5- members with the Joint / Deputy General Secretary being its convener to suggest to it any changes / modifications, which are required to be made in the rules for election.

**12.2** After consideration of such changes / modification, at the recommendation of the Core Committee the same shall be placed before Governing Council for requisite consideration and adoption by the General body.

### **13. ELECTION OF NATIONAL PRESIDENT AND GENERAL SECRETARY AND NOMINATION OF CHAIRMAN**

**13.1** The National President and the General Secretary will be directly elected by the eligible members of the General Body and the delegates nominated by the Zones and present at the General Body Conference. Any delegate can offer himself as



## BANK OF BARODA RETIRED OFFICERS' ASSOCIATION ELECTION RULES

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candidate for either of the post. In case more than one contestant for each post is there, the election will be held by (i) raise of hands or by (ii) ballot as may be decided by the delegates of the conference in session. For the position of Chairman, there shall not be any election but the Governing Council may nominate suitable candidate, as may be required.

### 14. REMOVAL OF DIFFICULTIES

14.1 If any difficulty arises in giving effect to the provisions contained in these Rules, the National President by issuing suitable order shall be entitled to remove such difficulty. However, the same shall not be in conflict with the clear provisions contained in the constitution and the rules herein above.

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#### Attachments:

- (i) Annexure "B" showing the current Zones and Regions with its areas of operation.
- (ii) Suggested Formats for:
  - (a) Election Notice
  - (b) Form for filing Candidature for Zonal Election
- (iii) Certain Clarifications relating Election Process

<b>ANNEXTURE - "B"</b>			
<b>BOBROA'S CURRENT ZONES AND REGIONS WITH ITS AREAS OF OPERATION</b>			
<b>Zone</b>	<b>Region</b>	<b>B-BARODA</b>	<b>ANAND, KHEDA &amp; PANCHMAHAL</b>
<b>A-AHMEDABAD</b>	<b>AHMEDABAD</b>		<b>BARODA CITY</b>
	<b>GANDHINAGAR</b>		<b>GODHRA</b>
	<b>BHUJ</b>		<b>BHARUCH</b>
	<b>MEHSANA</b>		<b>VALSAD</b>
	<b>RAJKOT</b>		<b>SURAT CITY</b>
	<b>BHAVNAGAR II</b>		<b>SURAT DIST.</b>
			<b>NAVSARI</b>
<b>KOL-KOLKATA</b>	<b>KOLKATA METRO</b>		<b>ANAND</b>
	<b>BHUBANESHWAR</b>	<b>PU-PUNE</b>	<b>MAHARASHTRA &amp; GOA</b>
	<b>PATNA</b>		<b>AURANGABAD</b>
	<b>JHARKHAND</b>		<b>PANJI</b>
	<b>MUZAFFARPUR</b>		<b>PUNE</b>
	<b>PUPRNEA</b>		<b>NAGPUR</b>
	<b>JAMSHEDPUR</b>		<b>KOLHAPUR</b>
<b>MUM-MUMBAI</b>	<b>MUMBAI &amp; THANE</b>	<b>JA-JAIPUR</b>	<b>JAIPUR</b>
	<b>MUMBAI METRO EAST</b>		<b>AJMER</b>
	<b>MUMBAI METRO CENTRAL</b>		<b>BHARATPUR</b>
	<b>MUMBAI METRO NORTH</b>		<b>BIKANER</b>
	<b>MUMBAI METRO SOUTH</b>		<b>JODHPUR</b>
			<b>KOTA</b>
			<b>UDAIPUR</b>
			<b>BHILWARA</b>
<b>LU-LUCKNOW</b>	<b>ALLAHABAD</b>		
	<b>SULTANPUR</b>		
	<b>KANPUR</b>		
	<b>RAEBARELI</b>	<b>BA-BAREILLY</b>	<b>AGRA</b>
	<b>LUCKNOW</b>		<b>BAREILLY</b>
	<b>VARANASI</b>		<b>DEHRADUN</b>
	<b>GORAKHPUR</b>		<b>HALDWANI</b>
	<b>NOIDA</b>		<b>MORADABAD</b>
<b>ND-NEW DELHI</b>	<b>DELHI METRO REGION-I</b>		<b>SHAHJAHANPUR</b>
	<b>DELHI METRO REGION-II</b>		<b>ALIGARH</b>
	<b>DELHI METRO REGION-III</b>		
	<b>CHANDIGARH</b>		
	<b>KARNAL</b>	<b>CHH-CHENNAI</b>	<b>CHENNAI METRO</b>
	<b>JALANDHAR</b>		<b>ERNAKULAM</b>
	<b>GHAZIABAD</b>		<b>COIMBATORE</b>
	<b>FARIDABAD</b>	<b>BHPZ-BHOPAL</b>	<b>BHOPAL</b>
<b>BLR-BENGALURU</b>	<b>BENGALURU</b>		<b>INDORE</b>
	<b>TELENGANA (HYDERABAD)</b>		<b>RAIPUR</b>
	<b>VISAKHAPATTANAM</b>		

**ELECTION NOTICE  
FOR THE ZONAL COMMITTEE ELECTION FOR THE \_\_\_\_\_ ZONE**

Date: \_\_\_\_\_

Dear Members,

In terms of the provisions of the Constitution of **BOBROA, National President, Shri K. L. Bansal**, has declared for holding the elections for the Zonal Committee of each Zone and its time frame. He has also declared the “**Cut-Off Date**” of eligible Membership as that of .....(i.e. being the Member as of . . . . .).

Accordingly, the election for the Zonal Committee Management Team for our Zone has been scheduled to be held on between \_\_\_\_\_ to \_\_\_\_\_. The necessary details for this election are as under:

- Date of Election for the Regions shall be as under:
- No. of Positions (for ZC) Region-wise will be as under: +++

Name of the Region	Number of Positions +++	Date of Election for the Region	Place / Centre for holding Election
<b>Total Positions</b>			

- The Last Date and Time of submitting Nomination Form to the Chief Returning Officer: \* \_\_\_\_\_
- The Last Date of withdrawal of candidature: \_\_\_\_\_

\***CHIEF RETURNING OFFICER** appointed for our Zone is:

**Shri** \_\_\_\_\_

His/Her Address is: \_\_\_\_\_

His/Her Email Id \_\_\_\_\_ Mobile No. \_\_\_\_\_

A copy of the Nomination Form for proposing the candidature is attached herewith for your use. I request you take a note of this election notice and place participate whole heartedly in this election process so as to have new Zonal Committee Team, which will administer our Zone most efficiently with a view to provide better services to our members.

Yours Sincerely,

(                    )  
Zonal Secretary,

\_\_\_\_\_ Zone.

Attachment : A copy of the Nomination Form

+++ **Please also read the relevant Rules relating to the election process for electing the Regional Positions.**

**FORM FOR FILING CANDIDATURE FOR ELECTION  
AS ZONAL COMMITTEE MEMBER**

From:

Date:

To,  
Chief Returning Officer,  
C/o. Bank of Baroda Retired Officers Association,  
\_\_\_\_\_ Zone, \_\_\_\_\_

Dear Sir,

I, \_\_\_\_\_, Membership No. \_\_\_\_\_,  
(Name of candidate)

Residing at \_\_\_\_\_, having Mobile No. \_\_\_\_\_,  
wish to offer myself as candidate for Zonal Committee, representing \_\_\_\_\_  
Region of Zone in the ensuing elections of the Zonal Committee to be held on in pursuant to the  
Circular dated \_\_\_\_\_ relating to Zonal elections.

I hereby declare that:

- a) I have read the Constitution of the BOBROA Association and it is fully binding upon me and I am also aware of its all provisions including its 'Non-Eligibility' clauses, including:
  - If he holds office or is a member of any other retiree organisation of Bank of Baroda either cadre-based or multi-cadre origin.
  - If he holds office or is a member of any organisation of in-service employees of Bank of Baroda or any other Public Sector or Private Sector or Co-operative Bank.
- b) I am Life member of the BOBROA Association and my fees are not in arrears.
- c) I have paid all the dues as called for the Association from time to time till this date.
- d) I am aware that any of my above declarations if found wrong at a later date, even after my election to the Zonal Committee, will disqualify me as the Zonal Committee Member.

Signature of the Candidate \_\_\_\_\_

Name of the Proposer: \_\_\_\_\_ Membership No. \_\_\_\_\_ Mob. No. \_\_\_\_\_

Address of the Proposer: \_\_\_\_\_

Signature of the Proposer: \_\_\_\_\_ (Mobile No.) \_\_\_\_\_

Name of Seconder: \_\_\_\_\_ Membership No. \_\_\_\_\_

Address of Seconder: \_\_\_\_\_

Signature of Seconder: \_\_\_\_\_ (Mobile No.) \_\_\_\_\_

Signed at \_\_\_\_\_ (Place) this \_\_\_\_\_ Date \_\_\_\_\_

.....  
(For the use by CRO)

Verified the details of the above Nomination Form.

Nomination found **valid / invalid.**

Reasons in brief for Invalidity, **if found invalid.**

\_\_\_\_\_  
Signature of the Chief Returning Officer

Date:

Place:

## CERTAIN CLARIFICATION RELATING TO ELECTION

Certain “Clarifications” are placed here below for the information and guidance to all Zonal Secretaries, Chief Returning Officers, and Returning Officers:

### 1. CHECKING OF THE LIST OF ELIGIBLE VOTERS

- a) In the Election Process as and when the Region-wise Lists of such Eligible Members as of the “Cut-Off” date is sent to the respective Zonal Secretary, he has to re-check it at their end for any wrong and/or missing entries and then correct it at their end. However, all such corrections in the said list should immediately be informed with the necessary details to the General Secretary and Chief Election Officer at Central Office for updating the database in the Central Data System.
- b) Once such checking and corrections are made in the Region-wise List of Eligible Members then such corrected list should be passed on to the Chief Returning Officer (CRO) of the Zone.

### 2. PROVIDING THE VOTERS’/MEMBERS’ LIST

- a) In terms of the relevant Election Rule that

“.....when the number of valid nominations are more than the positions for Zonal Committee in terms of “Election Notice” and Election is required to be held then.”

...in such event voters’ list will be provided to the Returning Officer by CRO and he (RO) may provide the same to the eligible candidate (whose nomination has been found valid) on written request of the eligible candidate concerned.

- b) When such a situation arises then the CRO has to provide for the **Region wise list of that the particular Region** to the Returning Officer of the concerned Region, who may provide the same (in soft copy format) to the eligible candidate on his/her written request.

- c) While Providing such List the following points should be observed:

The List Particular Region concerned only should be provided to the Candidate (whose nomination is found to be a valid one for that region) **on his/her written request.**

Such List should be provided in the “soft Copy” format (not in the hard copy i.e. printed form). It is for the Candidate concerned to get it printed, if he/she so desires.

- d) In one case the member is asking for the Voters’ List on the pretext of knowing the Membership Numbers of the Nominee, of the Proposer and of the Secunder. In such a case, the best way is to ask him the names of Nominee, Proposer and Secunder of particular Region from where the candidate is proposing to file his/her nomination from and then provide him the Membership Numbers for those names. The Rule 7.9 of Election Rules is very clear in such a situation, as mentioned at (a), (b) and (c) above.

### 3. CHIEF RETURNING OFFICER-SECURITY OF NOMINATION FORMS

- a) While scrutinizing the Nomination Forms received from the Candidates, the Chief Returning Officer should keep in view the various items mentioned under self-declaration of the Nomination Form as

well as other provisions of the BOBROA Constitution and the “Rules and Procedures for Election of Zonal Committees”

- b) Besides other points, the CRO should check that the Proposer and Seconder are from the same Region as that of the Candidate.
- c) If any Nomination Form is found “Invalid” then it is necessary for the CRO to write in brief the reasons as to why it is “Invalid”.
- d) On finishing Scrutiny of Nomination Forms, the CRO should declare the List of Candidates, whose Nominations are found valid. The List will also contain the name/s of those candidates, whose Nomination Form is received and rejected along with the reason of rejection.



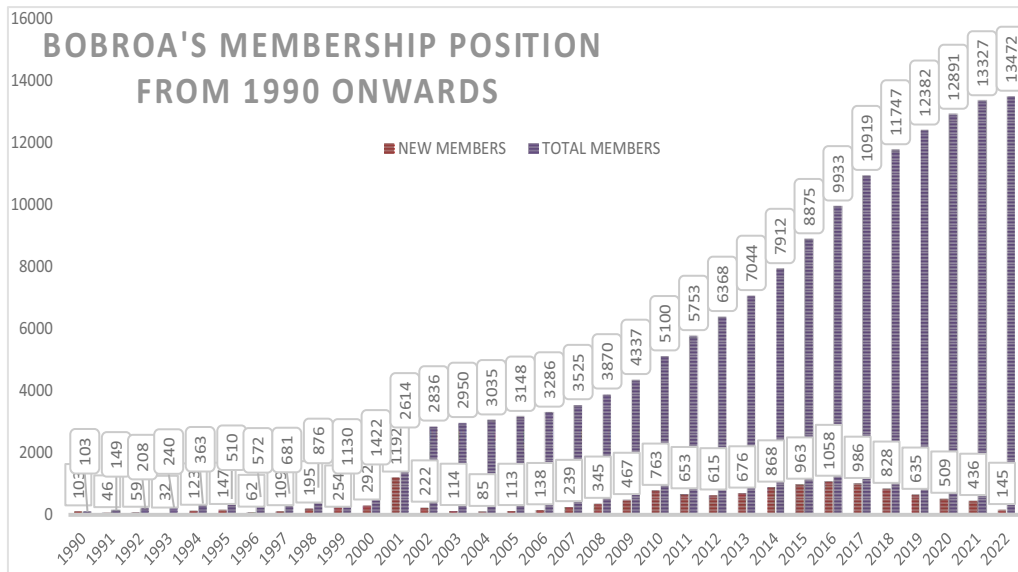




### BOBROA'S MEMBERSHIP GROWTH FROM MARCH 1990 ONWARDS

YEAR	TOTAL MEMBER SHIP	NEW MEMBERS JOINED	YEAR	TOTAL MEMBERSHIP	NEW MEMBERS JOINED	YEAR	TOTAL MEMBERSHIP	NEW MEMBERS JOINED
1990	103	103	2001	2614	1192	2011	5753	653
1991	149	46	2002	2836	222	2012	6368	615
1992	208	59	2003	2950	114	2013	7044	676
1993	240	32	2004	3035	85	2014	7912	868
1994	363	123	2005	3148	113	2015	8875	963
1995	510	147	2006	3286	138	2016	9933	1058
1996	572	62	2007	3525	239	2017	10919	986
1997	681	109	2008	3870	345	2018	11747	828
1998	876	195	2009	4337	467	2019	12382	635
1999	1130	254	2010	5100	763	2020	12891	509
2000	1422	292				2021	12918	27
						2022	13504	586

### BOBROA'S MEMBERSHIP POSITION FROM 1990 ONWARDS



**NOTES**

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