

RTI & MANAGEMENT CONSULTANT

K-63 SFS FLATS SARITA VIHAR, NEW DELHI – 110 076

Phone No.: 91-11-26974538, 91-9650990241

Karun
2
27/7

O.P. KHORWAL
CEO

Convener Standing Committee on RTI Act – SCOPE
Consultant to ILO & SCOPE on RTI
Former General Manager, NTPC
Arbitrator on panel SFCA

Ref. rti/opk/iocl/12

Dated: 06-07-2015

Executive Director, Legal & CA,
IOCL, Lodhi Complex, SCOPE-Core 6,
NEW DELHI-110003

Kind Attention: Mr. Karun Kumar

Subject: RTI Audit Report 2014-2015 of IOCL

Dear Sir,

Please find enclosed herewith the detailed audit report on RTI implementation as per notification from DoPT. The same is self explanatory.

Thanking you,

Yours truly,


O.P. Khorwal,
(CEO)

Encl. As above



RTI AUDIT
on

**RTI ACT IMPLEMENTATION IN CORPORATE
OFFICE, SADIQ NAGAR, IOCL**
(COMPLIANCE OF SECTION-4)

FOR

(2014-2015)

BY

O. P. Khorwal, Consultant, SCOPE

&

CEO

**RTI MANAGEMENT CONSULTANT
K-63, SARITA VIHAR, NEW DELHI-11076**

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1.0 INTRODUCTION

Corporate Overview

Indian Oil Corporation (IndianOil) is India's flagship national oil company with business interests straddling the entire hydrocarbon value-chain — from refining, pipeline transportation and marketing of petroleum products to exploration & production of crude oil & gas, marketing of natural gas and petrochemicals, besides forays into alternative energy and globalisation of downstream operations. It is the leading Indian corporate in Fortune's prestigious 'Global 500' listing of the world's largest corporates, ranked at the 96th position for the year 2014. Having set up subsidiaries in Sri Lanka, Mauritius and the UAE, IndianOil is simultaneously scouting for new business opportunities in the energy markets of Asia and Africa.

With a 34,000-strong work-force, IndianOil has been helping meet India's energy demands for over half a century. With a corporate vision to be 'The Energy of India,' the Corporation closed the year 2014-15 with a sales turnover of Rs. 4,37,526 crore (USD 71,538 Million) and profits of Rs. 5,273 crore (USD 862 Million).

Reach and Network

IndianOil and its subsidiary CPCL (Chennai Petroleum Corporation Ltd) account for over 49% of India's petroleum products market share, 31% national refining capacity, and 71% downstream sector pipelines through capacity. The IndianOil Group owns and operates 10 of India's 22 refineries with a combined refining capacity of 65.7 Mil/II'PA (million metric tonnes per annum), i.e., approx. 1.31 million barrels per day. The Corporation's cross-country pipelines network, for transportation of crude oil and finished products spans over 11,220 km, with a throughput capacity of 80.49 MMTPA for crude oil and petroleum products and 9.5 MMSCMD for gas. This network is the largest in the country and meets the vital energy needs of the consumers in an efficient, economical and environment-friendly manner.

The Corporation has a portfolio of powerful and much-loved energy brands that includes *Indane* LPG cooking gas, *SERVO* lubricants, *XTRAPREMIUM* petrol, *XTRAMILE* diesel, *PROPEL* petrochemicals, etc. Besides IndianOil, both *SERVO* and *Indane* have earned the coveted Superbrand status.

IndianOil's network of almost 43,000 customer touch-points spread across urban and rural India reach petroleum products to every nook and corner of the country. These include over 24,400 petrol & diesel stations, including over 6,200 *Kisan Seva Kendra* outlets (KSKs) in the rural markets. They are backed for supplies by 136 bulk storage terminals and depots, 98 aviation fuel stations and 91 LPG bottling plants.



Indane LPG cooking gas reaches the doorsteps of 8.8 crore households in about 3,264 markets through a network of 7,934 distributors. Almost 6,400 dedicated pumps are also in operation for the convenience of large-volume consumers like the defence services, railways and state transport undertakings, ensuring products and inventory at their doorstep. IndianOil's Aviation Service commands a 63.6% market share in aviation fuel business, serving national and international flag carriers, private airlines and the Indian defence services. The Corporation also has a 65% share of the bulk consumer, industrial, agricultural and marine sectors.

The Corporation is currently investing Rs. 56,200 crore in a host of projects that include augmentation of refining capacity, expansion of petrochemicals infrastructure, and building the E&P portfolio.

Innovation is key

IndianOil's sprawling R&D Centre at Faridabad near Delhi is perhaps Asia's finest. It has won recognition for its pioneering work in lubricants formulation, refinery processes, pipeline transportation and alternative fuels, and is also the nodal agency of the Indian hydrocarbon sector for ushering in Hydrogen fuel economy in the country. The Centre holds 384 active patents, with over 233 international patents.

IndianOil is the second largest player in the domestic petrochemicals market, besides exports to nearly 70 countries. The Corporation made its big-ticket entry into petrochemicals with the commissioning of the countrys largest Linear Alkyl Benzene (LAB, used in the production of detergents) plant at its Koyali Refinery in August 2004. An integrated Paraxylene/Purified Terephthalic Acid (PX/PTA) complex came up at Panipat in Haryana in 2006. The PTA plant is the single largest unit in India, with a world-scale capacity of 5,53,000 MTPA, and produces polyester intermediates. A world-class Naphtha Cracker with downstream polymer units, set up at Panipat in 2010, is the largest operating cracker capacity in India producing polymer (plastics) intermediates.

The Corporation offers a full slate of petrochemical products and intermediates covering all the major segments of petrochemicals under the brand name *PROPEL*. To strengthen its presence in the petrochemicals business, IndianOil is setting up a polypropylene plant at Paradip Refinery. An ethylene glycol plant is also scheduled to be set up at Paradip.

In Exploration & Production, IndianOil has participating interest in 10 domestic and seven overseas blocks. Out of the 10 domestic blocks, IOC is operator with 100% participating interest (PI) in 2 onshore exploration blocks in Cambay basin. In the remaining 8 domestic blocks, IndianOil holds a non-operating participating interest ranging between 20%



to 43.5%. The seven overseas blocks are located in Libya, Gabon, Nigeria, Yemen, Venezuela, Canada and USA.

IndianOil entered natural gas marketing business in 2004. Since then, by leveraging its inherent strengths and countrywide reach, the Corporation has significantly enhanced its customer base. As co-promoter of Petronet LNG Ltd. (PLL) for setting up LNG (Liquefied Natural Gas) terminals at Dahej & Kochi, IndianOil has marketing rights for 30% of the LNG procured by PLL. It is also in the process of sourcing more quantities of LNG to meet the increasing domestic requirements and is setting up a 5- MMTPA LNG import terminal at Ennore near Chennai.

IndianOil currently operates city gas distribution networks in Agra and Lucknow through the joint venture Green Gas Ltd. Similar networks are coming up at Allahabad and Chandigarh, to be followed by Ernakulam, Daman and Panipat geographical areas. Furthermore, in consortium with GSPC, HPCL and BPCL, IndianOil has won gas pipeline bids for Mallavaram to Bhilwara and Vijaypur via Bhopal, Mehsana to Bhatinda and Bhatinda to Jammu and Srinagar. IndianOil has formed a consortium with IWS Adani Gas Ltd. to develop CGD networks on pan-India basis.

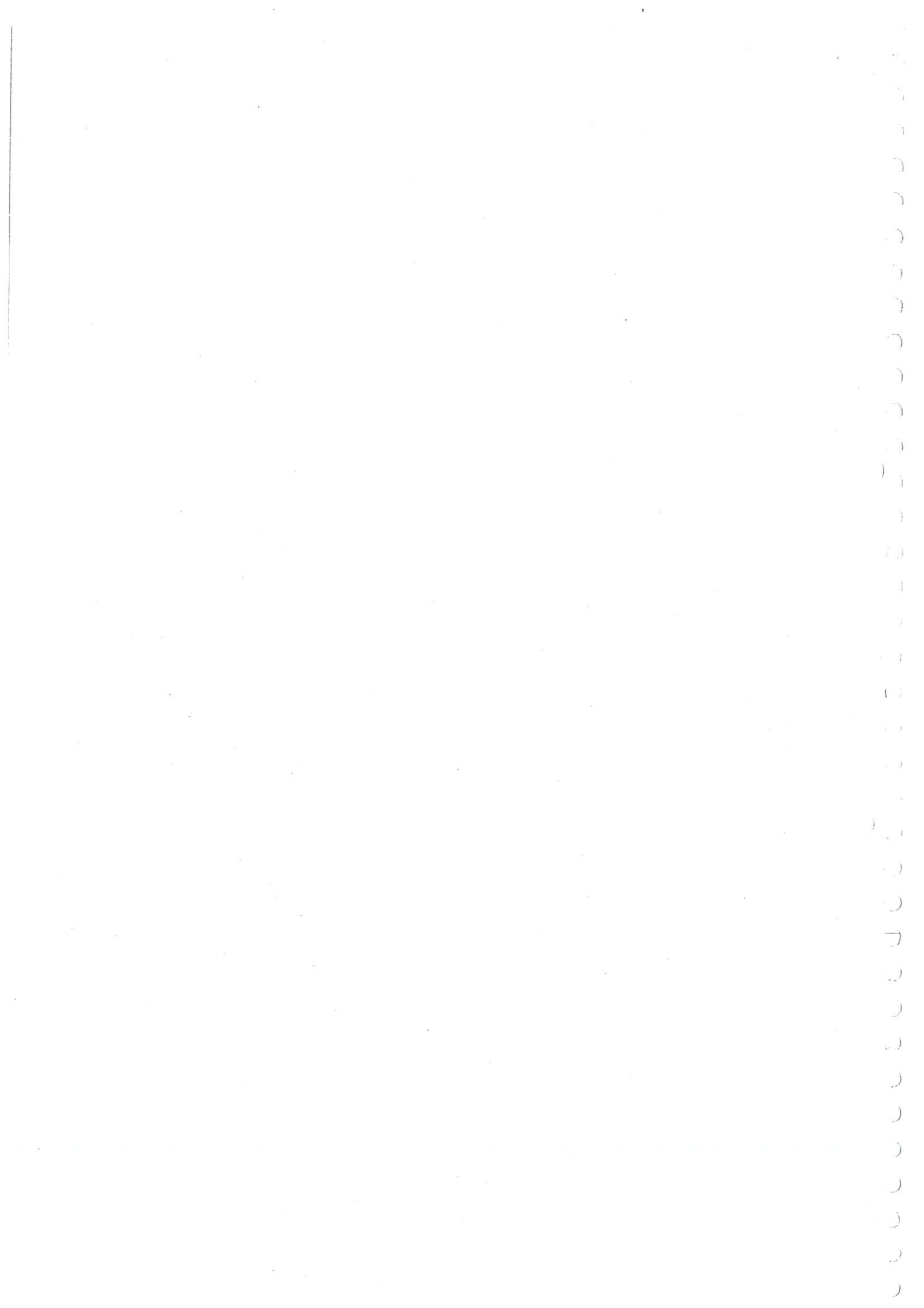
Alternative fuels

IndianOil is fervently working on broadening its energy basket with alternative energy options such as wind, solar, biofuels and nuclear power.

Wind power systems to the tune of 69.3 MW have been installed in States of Gujarat and Andhra Pradesh. A 5-MW grid-connected Solar Power Plant at Rawra, Rajasthan, is operational since 2012. Solar power systems of about 900 kW have also been installed at various IndianOil installations and offices across the country. Steps are underway to set up additional 200 MW of wind power and 60 MW of solar power systems.

A major initiative to solarise retail outlets has gained importance in reducing carbon emissions. About 2600 Retail Outlets in rural and urban areas have already been solarised. To reduce carbon soot generated by the use of kerosene lamp in households, over 1.4 lakh solar lanterns have been sold through the IndianOil retail network.

IndianOil has the largest captive plantation — covering 8,000 hectares — for bio-fuel production in India in the States of Chhattisgarh, Madhya Pradesh and Uttar Pradesh. To straddle the complete bio-fuel value chain, IndianOil has formed two joint ventures, IndianOil CREDA Biofuels Ltd. and IndianOil Ruchi Biofuels LLP. Currently, the possibilities of ethanol production from lignocellulosic sources are being actively explored.



IndianOil The Energy of India

With facilities at multiple locations and ever-expanding market opportunities, IndianOil is poised to become an integrated energy company. As the flagship public sector enterprise of India, IndianOil has also successfully combined its corporate social responsibility agenda with its business offerings, meeting the energy needs of millions of people every day, across the country.

2.0 Implementation of the RTI Act.2005 & Procedures Followed

IOCL as per the records available in the RTI cell had started the implementation of the RTI Act 2005 immediately after the enactment of the RTI Act in 2005. As per the records the company had nominated the Appellate Authority (AA), Central Public Information Officer (CPIO) & Assistant Public Information Officer (APIO) during the year 2005 and also notified the same on their website.

As per the system being followed for the implementation of the act in IOCL, there is one centralise monitoring cell at Corporate Office, under the Executive Director (CA&LAW). There are 46 CPIOs & thirty three Appellate Authorities for all business unit heads & Corporate & Regional offices .Also, there are 46 ACPIOs assisting CPIOs for smooth implementation of the RTI Act in IOCL for all its business Units/ Corporate & Regional Offices.

Applications are being received by CPIO or ACPIOs as per provisions in the RTI Act and implementation guidelines. However, correspondence or information to the applicant is being provided as per centralise method by respective CPIO only.

Appellate Authorities (AA) are independently receiving the appeals related to their respective areas/ departments/business unit and disposing of the same in line with the provisions in the act within 30 days except in one case where appeal was dispose of beyond 30 days but prior to 45 days and reasons for delay has been put on the records.



List of the Appellate Authorities, CPIO & ACPIO is attached at **Annexure "I"**.

At present following officers are directly ensuring for smooth implementation of the RTI act 2005 in IOCL:-

Mr. Deepak Dhawan	ED, (CA&LAW)
Mr. Karun Kumar	SM (Law), Nodal Officer
THIRTY THREE(33)	Appellate Authorities
FORTY SIX	CPIOs
FORTY SIX	ACPIOs
Business units	ED/HEADS
All Departments	Nodal Officers
All Employees	As Custodians of Information

3.0 Officers contacted for the Audit

In order to conduct the RTI audit following officials have been contacted for discussions and providing relevant inputs for smooth audit.

- i) Mr. Deepak Dhawan, ED (CA & Law)
- ii) Mr. Sidharth Mukherjee, ED (HR & CSR) & AA
- iii) Mr. N.K.Parmar, GM (HR) & CPIO
- iv) Mr. Darshan Kumar, Manager, (HR) & APIO
- v) Mr. Karun Kumar, Sr. Manager, (Law) & RTI Cell
- vi) Mr. Ajay Narwal, Law Officer, RTI Cell

4.0 Compliance of RTI act in IOCL (Compliance of Section 4(1)(b))

In accordance with the act it was the obligations of all the public authorities to comply with the provisions of the section 4(1)(b) and to publish the same within 120 days from 15-06-2005 for smooth implementation of the act from the date of enactment that 12-10-2005, accordingly, IOCL has to proactively disclose all the information as mentioned in 16paras i.e.(a) i to xvi, IOCL has provided data/details/ information with respect to 15 points, out of total 16 on the website under RTI portal. One item is not applicable to IOCL. Detailed point wise status is given in the **Annexure II**.



5.0 Details for obtaining of information by citizen of India

Detailed procedure for obtaining information by the citizen of India from IOCL has been provided under RTI portal, including particulars of CPIO.

For making appeal as per section 19 of the act, IOCL has also provided the complete details of all the Appellate Authorities along with their contact details.

6.0 Acceptance of cash by IOCL for RTI Fee

IOCL is accepting cash against application fee as well as for additional fee for providing information, as per the RTI act Fee Rules, 2005.

7.0 Compliance of Section 4(1) (a)

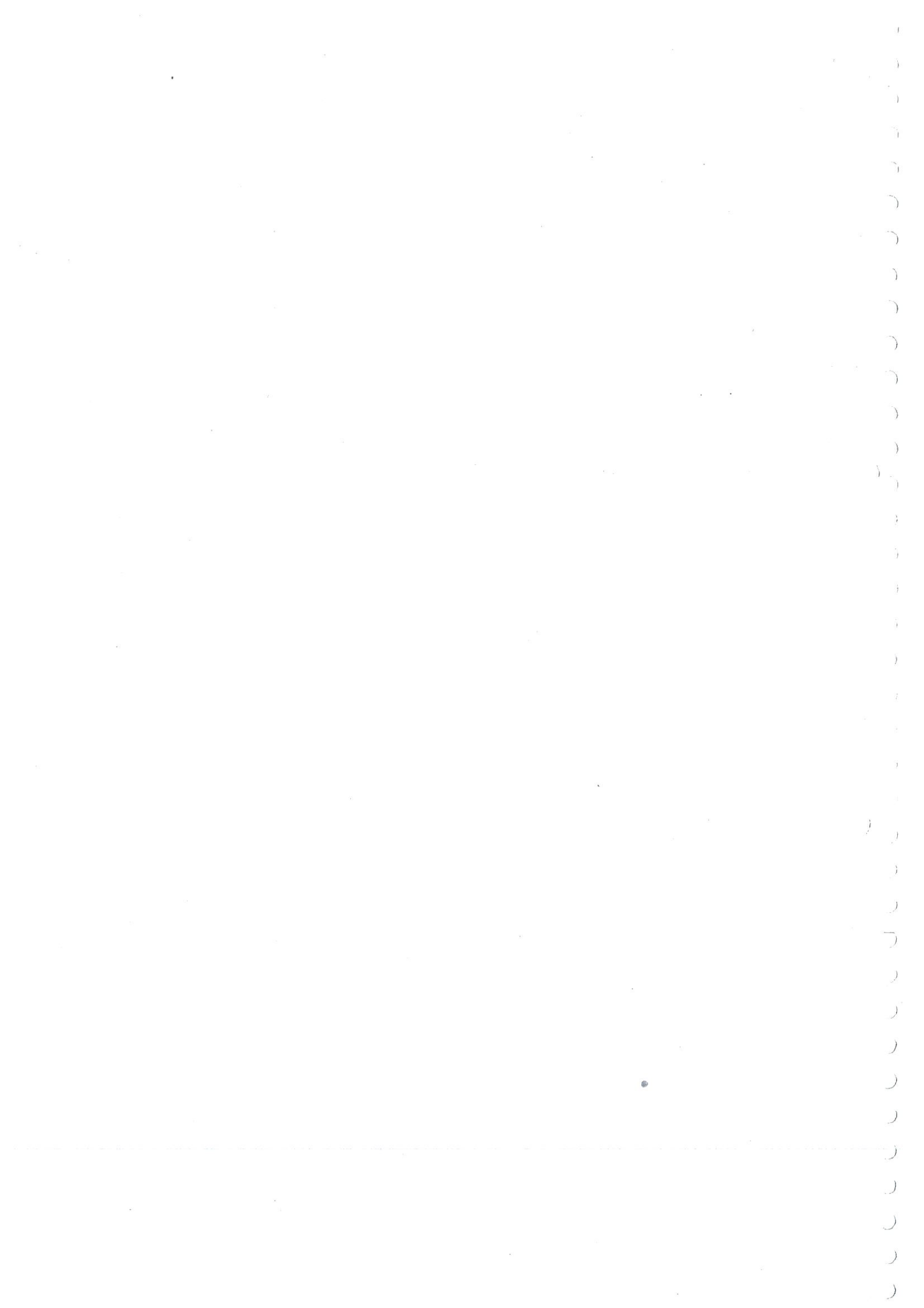
Detailed discussions were held with heads of two departments for implementation of the act & providing of information as well as with respect to record management being followed by them.

Both the departments i.e. Corporate Affairs & Law and HR have confirmed proper records management in their respective departments for faster disposal of appeals & RTI applications.

It has been told that all the departments are ISO Certified, and the ISO procedures are being followed in decision making process & with respect to the retention of the documents and weed out of the same as per the life of documents mentioned in the respective procedures which are being followed.

8.0 Suo-motu disclosures under section 4(2), 4(3) & 4(4)

IOCL as per requirement of Suo-motu disclosures under 4(2), 4(3) & 4(4) has provided adequate information related to IOCL, on the web site as well as in the annual report. In addition to above, details of all type of products being produced, procedure for making available to the customers by IOCL and benefits of these products have been adequately given. It has also given in details about domestic & global markets, future plans, annual report also covering all the financial parameters etc.



**9.0 Status of RTI applications of Corporate Office for the year 2014-2015
(Only for one office, single CPIO & single AA)**

No. Of applications received during the year	= 521
No. Of applications disposed of during the year	= 521
No. Of applications disposed of within 30 days	= 519
No. Of applications disposed of after 30 days	= 002

**10.0 Status of RTI appeals to First Appellate Authority of Corporate Office
for the year 2014-2015**

No. of appeals received during the year	= 42
No. of appeals disposed off during the year	= 42
No. of appeals disposed of within 30 days	= 41
No. Of applications disposed of after 30 days	= 01

11.0 Annual & Quarterly Reports (section 25)

As per the records physically seen related to the Quarterly Reports, IOCL regularly submitting quarterly reports to Ministry of Petroleum & CIC, in the prescribed Performa of DoPT. (Quarterly Reports for all the four quarters for the year 2014-15 are enclosed at **Annexure III**) Quarterly Reports are being collected by the monitoring RTI Cell at Corporate Affairs from all the 46 CPIOs & 33 AAs. Based on these reports consolidated single report is prepared and forwarded to the concerned authorities.

12.0 Update of information (Section 4 (xvii))

IOCL has confirmed that, it is updating the information every year & as and when required. Presently, updated information is available on the website as on 01-07-2015. IOCL has been advised to update the RTI portal in line with the deficiencies observed & recommendations made.

13.0 Training on RTI (Section 26)

IOCL has arranged ten formal training on RTI at its various business unit heads with participants from the respective region, where the units/offices are located, through the RTI consulting agency during the year 2014- 2015.



14.0 Availability of latest circulars, guidelines and notifications on RTI

Only one circular of DoPT of the year 2013 is available. IOCL has been advised to keep all the relevant circulars/notifications readily available in separate circular file. We also assisted GAIL to download all the relevant circulars, guidelines and notifications of DoPT & CIC, and made available to the RTI cell of IOCL for better management & smooth implementation of the RTI Act 2005.

15.0 RTI para in Annual Report

IOCL in their annual report have not included a para on implementation of RTI Act 2005. IOCL has been advised to include para for on implementation of the RTI act 2005 in the next annual report

16.0 Examination/ Audit of CPIO Office/AA Office/ APIO Office of Corporate Office, Sadiqu Nagar, New Delhi

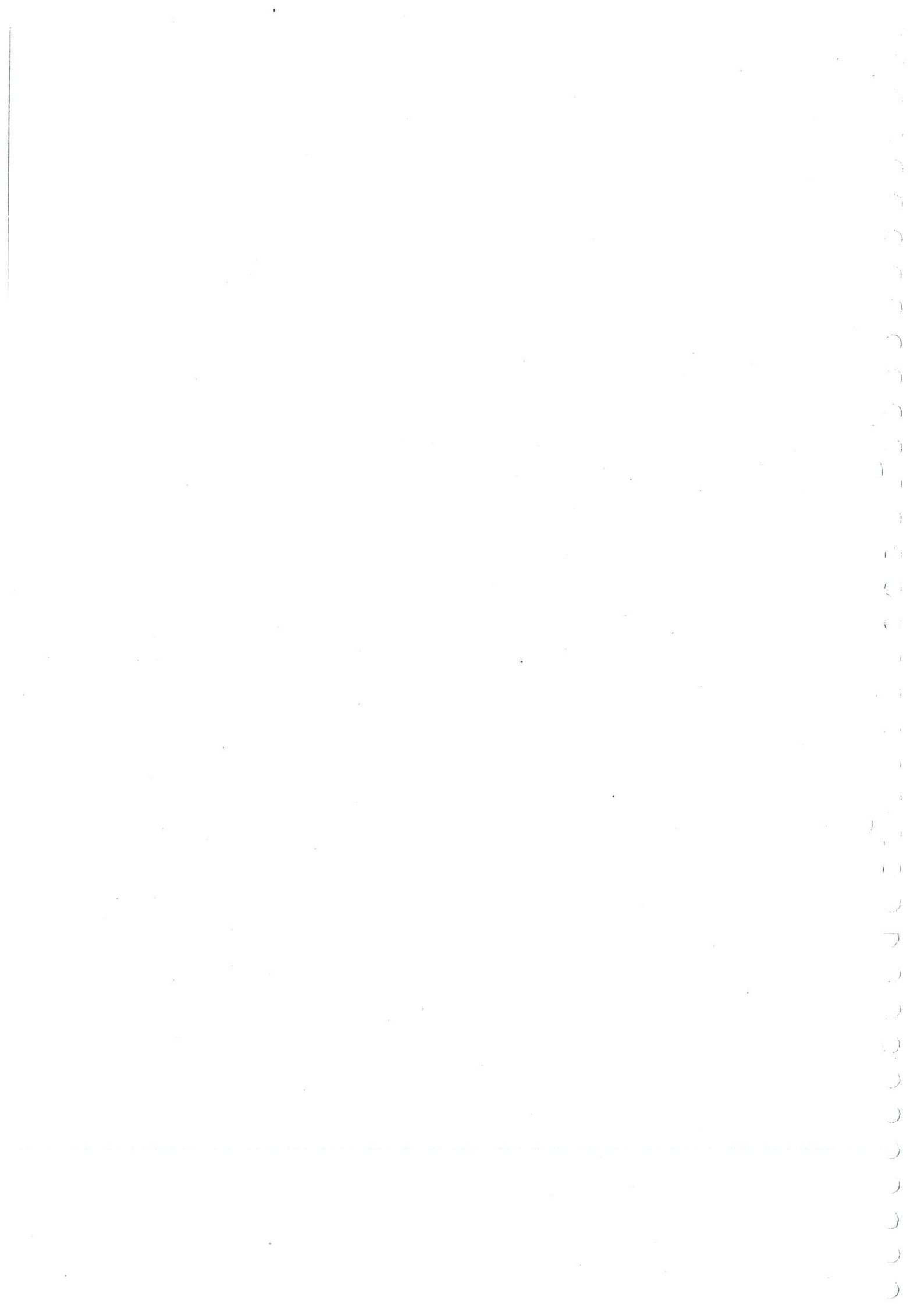
Detailed discussions were held in the office of Mr. N.K.Parmar, GM (HR) & CPIO and Mr. Darshan Kumar, APIO on 02-06-2015 with respect to implementation of RTI Act & RTI application disposal process in IOCL. Information availability, records of documents, availability of relevant circulars /guidelines, training of officers on RTI etc.

Detailed discussions were held in the office of Mr. Sidharth Mukherjee, ED (HR& CSR) & Appellate Authority of Corporate Office on 08-06-2015 with respect to implementation of RTI Act & Appeal disposal process in IOCL.

All the concerned documents, registers, files, website of IOCL including RTI Portal were examined /audited and detailed observations are given below;

17.0 Observations;

- (i) Under particulars of information chapter I section 4(1)(b)(i), information related to the mission of the IOCL needs to be provided.
- (ii) Under Chapter 4(1) (b)(IV), word of "Article of Association" also to be mentioned.
- (iii) Under Chapter 4(1) (b)(VI), Names/Titles of manuals being used needs to be mentioned in this chapter.
- (iv) Under Chapter 4(1) (b)(VIII), Details of women director also needs to be mentioned.
- (v) Under Chapter 4(1)(b)(X), Information provided related to details of employees are as on 31-03-2014 needs to be updated.



- (vi) Under Chapter 4 (1)(b)(XV), Facility for obtaining information, has not been provided, a para related to this provided to IOCL to incorporate under this chapter.
- (vii) Circulars, DoPT guidelines & notifications are available in the correspondence files, hence, difficult to refer when required, it needs to be kept in separate Circular file.
- (viii) On examinations of records of replies & information provided to the applicants it has been found that consistently IOCL is providing information or making replies to the applicants within 30 days. Only on two occasions it has been found that information provided beyond 30 days due to non availability of concerned senior officers.
- (ix) On examinations of records of appeals filed by applicants to the one appellate authority examined by me, it has been found that consistently the appellate authorities are disposing of the appeals within 30 days. Only single case has been found where appeal was disposed of beyond 30 days but prior to 45 days. Reasons for delay have been put on the records.

18.0 Final Conclusions / Recommendation to IOCL

IOCL implementing RTI ACT 2005 in right and true spirit, may be seen from the status of applications and appeals that all the applications have been disposed of by CPIO **within the time limit of 30 days** except for two occasions beyond the control of CPIO. Also all the appeals were also disposed of by the **appellate authorities within 30 days as** per the provisions in the act except one appeal which has been disposed of within the 45 days as stipulated in the act in exceptional cases.

IOCL has complied the obligations of public authority by pro active disclosures of the information as per section 4(1)(b) of the RTI Act , detailed status is given in the attached Annexure II.

As well as, IOCL is sharing the information regularly through newsletters/ intranet and internet. However, certain minor deficiencies have been observed that needs to be complied during the next update or at the earliest.

- (i) Under particulars of information chapter I section 4(1)(b)(i), information related to the mission of the IOCL to be provided.
- (ii) Under Chapter 4(1) (b)(IV), word of "Article of Association" also to be incorporated.



- (iii) Under Chapter 4(1) (b)(VI), Names/Titles of manuals being used to be mentioned in this chapter.
- (iv) Under Chapter 4(1) (b)(VIII), Details of women director to be mentioned.
- (v) Under Chapter 4(1) (b)(X), Information provided related to details of employees are as on 31-03-2014 needs to be updated.
- (vi) Under Chapter 4 (1) (b)(XV), Facility for obtaining information, a para related to this to be provided by IOCL.
- (vii) Circulars, DoPT guidelines & notifications are available in the correspondence files, which are to be kept in separate Circular file.

10/06/2015

Right to Information : Oil and Gas Service Companies



IndianOil

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Right to Information

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The Right to Information Act, 2005 came into existence w.e.f. 12.10.2005.

[Click here to read RTI Manual](#)

Names, designations and addresses of the Central Public Information Officers/Assistant Public Information Officers and Appellate Authorities

S.No.	Names, designations and addresses of the Central Public Information Officers/Assistant Public Information Officers	Names, designations and address of the Appellate Authority
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Corporate Office

1.	CPIO Mr. N.K. Parmar GM(HR) Address Corporate Office Indian Oil Corporation Limited 3079/3, Sadiq Nagar J.B. Tito Marg New Delhi - 110049 Tel: 011-26260052 Fax: 01126260057	Administrative Office at Mr. Sidhartha Mukherjee Corporate Office at ED(HR&CSR) New Delhi Corporate Office Indian Oil Corporation Limited 3079/3, Sadiq Nagar J.B. Tito Marg New Delhi - 110049 Tel: 011-26260160 Fax: 01126260051
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APIO
 Mr. Darshan Kumar
 Manager (HR)

Address
 Corporate Office
 Indian Oil Corporation Limited
 3079/3, Sadiq Nagar
 J.B. Tito Marg
 New Delhi - 110049
 Tel: 011-26260075
 Fax: 01126260051

For applications addressed to the Public Information Officer, Corporate Office (Sadiq Nagar), applicants who wish to pay the application fee in cash, are requested to deposit the requisite fee at the Cash Section of IndianOil's Refineries Headquarters at the address given below:

Indian Oil Corporation Limited
 (Refineries Headquarters)
 SCOPE Complex, Core 2

<https://iocl.com/TalktoUs/RTI.aspx>

7 Institutional Area
Lodhi Road
New Delhi - 110003

Names, designations and addresses of the Central Public Information Officers/Assistant Public Information Officers and Appellate Authorities

S.No.	Names, designations and addresses of the Central Public Information Officers/Assistant Public Information Officers	Name, designation and address of the Appellate Authority
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Refineries Division

- | | | |
|----|--|--|
| 2. | <p>CPIO
Mr. N. K. Das
GM(HR)</p> <p>Address
Refineries Headquarters
Indian Oil Corporation Limited
SCOPE Complex, Core 2
7 Institutional Area
Lodhi Road
New Delhi - 110003</p> <p>APIO
Mr. Vivek Narain
CERM</p> <p>Address
Refineries Headquarters
Indian Oil Corporation Limited
SCOPE Complex, Core 2
7 Institutional Area
Lodhi Road
New Delhi - 110003</p> | <p>Administrative Office at Refineries Division Head Office at New Delhi</p> <p>Mr. A K Chowdhury
ED(HR)</p> <p>Address
Refineries Headquarters
Indian Oil Corporation Limited
SCOPE Complex, Core 2
7 Institutional Area
Lodhi Road
New Delhi - 110003</p> |
| 3. | <p>CPIO
Mr. N K Chakraborty
DGM (I/c) (Human Resources)
Guwahati Refinery</p> <p>Address
Indian Oil Corporation Limited
Guwahati Refinery
P.O. Noonmati
Guwahati - 781020
Assam</p> <p>APIO
Mr. Shambhu Chakraborty
CHRM
Guwahati Refinery</p> <p>Address
Indian Oil Corporation Limited
Guwahati Refinery
P.O. Noonmati
Guwahati - 781020
Assam</p> | <p>Guwahati Refinery Unit and all offices under Guwahati Refinery Unit</p> <p>Mr. A K Chowdhury
ED(HR)</p> <p>Address
Refineries Headquarters
Indian Oil Corporation Limited
SCOPE Complex, Core 2
7 Institutional Area
Lodhi Road
New Delhi - 110003</p> |
| 4. | <p>CPIO
Mr. S. S. Raghav
GM (Human Resources)
Barauni Refinery</p> <p>Address
Indian Oil Corporation Limited
Barauni Refinery
P.O. Noonmati
Guwahati - 781020
Assam</p> | <p>Barauni Refinery Unit and all offices under Barauni Refinery Unit</p> <p>Mr. A K Chowdhury
ED(HR)</p> <p>Address
Refineries Headquarters
Indian Oil Corporation Limited
SCOPE Complex, Core 2
7 Institutional Area
Lodhi Road
New Delhi - 110003</p> |

10/06/2015

Right to Information : Oil and Gas Service Companies

Address

Indian Oil Corporation Limited
P.O. Barauni Refinery
District Begusarai - 861114
Bihar

SCOPE Complex, Core 2
7 Institutional Area
Lodhi Road
New Delhi - 110003

APIO

Mr. P. K. Sinha
DGM (HR)

Address

Indian Oil Corporation Limited
P.O. Barauni Refinery
District Begusarai - 861114
Bihar

5.

CPIO

Ms. PT Solanki
DGM (Human Resources)
Gujarat Refinery

Gujarat Refinery Unit Mr. A K Chowdhury
and all offices under ED(HR)
Gujarat Refinery Unit

Address

Refineries Headquarters
Indian Oil Corporation Limited
SCOPE Complex, Core 2
7 Institutional Area
Lodhi Road
New Delhi - 110003

Address

Indian Oil Corporation Limited
P.O. Jaw ahar Nagar
District Vadodara - 391320
Gujarat

APIO

Ms. P Chakraborty
CHRM
Gujarat Refinery

Address

Indian Oil Corporation Limited
P.O. Jaw ahar Nagar
District Vadodara - 391320
Gujarat

6.

CPIO

Mr. G J Tyagaraj
GM (Human Resources)
Haldia Refinery

Haldia Refinery Unit and Mr. A K Chowdhury
all offices under Haldia ED(HR)
Refinery Unit

Address

Refineries Headquarters
Indian Oil Corporation Limited
SCOPE Complex, Core 2
7 Institutional Area
Lodhi Road
New Delhi - 110003

Address

Indian Oil Corporation Limited
District Midnapur - 721606
West Bengal

APIO

Mr. T K Bisai
CHRM
Haldia Refinery

Address

Indian Oil Corporation Limited
District Midnapur - 721606
West Bengal

7.

CPIO

Mr. D K Rakesh
GM (Human Resources)
Mathura Refinery

Mathura Refinery Unit Mr. A K Chowdhury
and all offices under ED(HR)
Mathura Refinery Unit

Address

Refineries Headquarters
Indian Oil Corporation Limited
SCOPE Complex, Core 2
7 Institutional Area
Lodhi Road
New Delhi - 110003

Address

Indian Oil Corporation Limited
P.O. Mathura Refinery
Mathura - 281005

Uttar Pradesh

APIO

Mr. B. S. Sallan
CHRM
Mathura Refinery

Address

Indian Oil Corporation Limited
P.O. Mathura Refinery
Mathura - 281005
Uttar Pradesh

8.

CPIO

Mr. S. K. Bose
GM (Human Resources)
Panipat Refinery

Address

Indian Oil Corporation Limited
P.O. Panipat Refinery
Panipat - 132140
Haryana

Panipat Refinery Unit
and all offices under

Mr. A K Chowdhury
ED(HR)

Panipat Refinery Unit

Address

Refineries Headquarters
Indian Oil Corporation Limited
SCOPE Complex, Core 2
7 Institutional Area
Lodhi Road
New Delhi - 110003

APIO

Mr. S K Gogoi
DGM (HR)
Panipat Refinery

Address

Indian Oil Corporation Limited
P.O. Panipat Refinery
Panipat - 132140
Haryana

9.

CPIO

Mr. W R Borbora
GM (Human Resources)
Orissa

Address

Paradip Refinery Project
PO : Jhimani, Via: Kujang
Dist: Jagatsinghpur
Orissa-754 141

Paradip Refinery Project
(PDRP)

Mr. A K Chowdhury
ED(HR)**Address**

Refineries Headquarters
Indian Oil Corporation Limited
SCOPE Complex, Core 2
7 Institutional Area
Lodhi Road
New Delhi - 110003

APIO

Mr. A K Verma
DGM (HR)
Orissa

Address

Paradip Refinery Project
PO : Jhimani, Via: Kujang
Dist: Jagatsinghpur
Orissa-754 141

10.

CPIO

Mr. K P Mishra
CRM
Mumbai

Address

Indian Oil Bhavan
Refineries Division
G-9, Ali Yavar Jung Marg
New Delhi - 110003

Refinery Liaison Office,
Mumbai

Mr. A K Chowdhury
ED(HR)**Address**

Refineries Headquarters
Indian Oil Corporation Limited
SCOPE Complex, Core 2
7 Institutional Area
Lodhi Road
New Delhi - 110003

Bandra (East)
Mumbai - 400051
Maharashtra

APIO
Ms. Aloma Fernandes
SHRM
Mumbai

Address
IndianOil Bhavan
Refineries Division
G-9, Ali Yavar Jung Marg
Bandra (East)
Mumbai - 400051
Maharashtra

11. **CPIO**
Mr. Amit Kumar Saha
DGM
Kolkata
- Address**
IndianOil Bhavan
Refineries Division
Central Wing
6th Floor, 2 Gariahat Road(South)
Kolkata
West Bengal
- APIO**
Mr. S. Minz
Manager (ER)
Kolkata
- Address**
IndianOil Bhavan
Refineries Division
Central Wing
6th Floor, 2 Gariahat Road(South)
Kolkata
West Bengal
2. **CPIO**
Mr. Manas Bora
DGM (HR)
- Address**
Indian Oil Corporation Limited
Bongaigaon Refinery
P.O. Dhaligaon
District Chirang
Assam - 783385
- APIO**
Mr. MD Sarma
CERM
- Address**
Indian Oil Corporation Limited
Bongaigaon Refinery
P.O. Dhaligaon
District Chirang
Assam-783385
- Refinery Liaison Office, Kolkata
- Mr. A K Chowdhury
ED(HR)
- Address**
Refineries Headquarters
Indian Oil Corporation Limited
SCOPE Complex, Core 2
7 Institutional Area
Lodhi Road
New Delhi - 110003
- Bongaigaon Refinery Unit
and all offices under
Bongaigaon Refinery
- Mr. A K Chowdhury
ED(HR)
- Address**
Refineries Headquarters
Indian Oil Corporation Limited
SCOPE Complex, Core 2
7 Institutional Area
Lodhi Road
New Delhi - 110003

10/06/2015

Right to Information : Oil and Gas Service Companies

13.

CPIO
Mr. Rajeev Kalita
GM(HR)
Assam Oil Division

Address
Indian Oil Corporation Limited
P.O. Digboi - 786171
Assam

APIO
Mr. A K Bhagawati
DGM (HR)
Digboi Refinery

Address
Indian Oil Corporation Limited
P.O. Digboi - 786171
Assam

Digboi Refinery Unit
and all offices under
Digboi Refinery

Mr. A K Chowdhury
ED(HR)
Address
Refineries Headquarters
Indian Oil Corporation Limited
SCOPE Complex, Core 2
7 Institutional Area
Lodhi Road
New Delhi - 110003

Names, designations and addresses of the Central Public Information Officers/Assistant Public Information Officers and Appellate Authorities

S.No.	Names, designations and addresses of the Central Public Information Officers/Assistant Public Information Officers	Names, designations and address of the Appellate Authority
-------	--	--

Pipelines Division

14. **CPIO**
Mr. Gautam Ghosal
General Manager (HRD, MS & Trng.)
Pipelines Division HO

Address
Indian Oil Corporation Limited
IndianOil Bhavan,
A-1, Udyog Marg
Sector 1
Noida - 201301
Uttar Pradesh

APIO
Mr. Shrikant P. Bhande
Dy. General Manager(HR)
Pipelines HO

Address
Indian Oil Corporation Limited
IndianOil Bhavan
A-1, Udyog Marg
Sector 1
Noida - 201301
Uttar Pradesh

Administrative Office at
Pipelines Headquarters
at Noida

Mr. J. Pradhan
Executive Director
(HR), PLHO
Indian Oil Corporation Limited
IndianOil Bhavan,
A-1, Udyog Marg
Sector 1
Noida - 201301
Uttar Pradesh

15. **CPIO**
Mr. S. Dasgupta
General Manager (Ops)
Eastern Region Pipelines

Address
Eastern Region Pipelines Office
Indian Oil Corporation Limited
14, Lee Road
Kolkata - 700020

Eastern Region Pipeline
Office at Kolkata and all
pipelines and offices
under Eastern Region
Pipeline Office

Mr. H.P. Sahi
Executive Director
Eastern Region Pipelines
Eastern Region Pipelines Office
Indian Oil Corporation Limited
14, Lee Road
Kolkata - 700020
West Bengal

West Bengal

APIO

Mr. S. K. Palit
Chief Human Resources Manager
Eastern Region Pipeline

Address

Eastern Region Pipelines Office
Indian Oil Corporation Limited
14, Lee Road
Kolkata - 700020
West Bengal

16.

CPIO

Mr. V. C. Sati
General Manager (Operations)
Western Region Pipelines

Address

Western Region Pipelines Office
Indian Oil Corporation Limited
Post Box No.1007, Morvi Road
Gauridad
District Rajkot - 360003
Gujarat

Western Region Pipeline Office at Gauridad and all pipelines and offices under Western Region Pipeline Office
Mr. A. K. Tiwari
Executive Director
Western Region Pipelines
Western Region Pipelines Office
Indian Oil Corporation Limited
Post Box No.1007, Morvi Road
Gauridad
District Rajkot - 360003
Gujarat

APIO

Mr. Rajiv Ranjan
Chief Human Resources Manager
Western Region Pipelines

Address

Western Region Pipelines Office
Indian Oil Corporation Limited
Post Box No.1007, Morvi Road
Gauridad
District Rajkot - 360003
Gujarat

7.

CPIO

Mr. U.K.Dhoot
General Manager (Operations)
Northern Region Pipelines

Address

Northern Region Pipelines Office
Indian Oil Corporation Limited
P.O. Panipat Refinery
Baholi District Panipat - 132140
Haryana

Northern Region Pipeline Office at Panipat and all pipelines and offices under Northern Region Pipeline Office
Mr. P.K.Samtani
Executive Director,
Northern Region Pipelines
Northern Region Pipelines Office
Indian Oil Corporation Limited
P.O. Panipat Refinery
Baholi District Panipat - 132140
Haryana

APIO

Mr. Chandra Kishore
Chief Human Resources Manager
Northern Region Pipelines

Address

Northern Region Pipelines Office
Indian Oil Corporation Limited
P.O. Panipat Refinery
Baholi District
Panipat - 132140

Haryana

18. **CPIO**
Mr. S.Sunder
General Manager, SRPL
Southern Region Pipelines
- Address**
Southern Region Pipelines-Chennai
House of Four Frames
6/13, Wheat Craft Road
Nungambakkam
Chennai – 600034
Tamil Nadu
Phone - 044 - 28243103
- Southern Region Pipelines Office at Chennai and all Pipelines and offices under Southern Region Pipeline Office
- Mr. P. V. M. Murthy
General Manager (I/c)
Southern Region Pipelines
House of Four Frames
6/13, Wheat Craft Road
Nungambakkam
Chennai – 600034
Tamil Nadu
Phone - 044 - 28243101

APIO
Mr. Venkataramanan G.
Chief Human Resource Manager
Southern Region Pipelines

Address
Southern Region Pipelines-Chennai
House of Four Frames
6/13, Wheat Craft Road
Nungambakkam
Chennai - 600034
Tamil Nadu
Phone - 044 - 28243129

19. **CPIO**
Mr. Chinmoy Ghosh
Deputy General Manager(C)
- Address**
Plot No. 325,
District Centre,
Chandrashekharapur,
Bhubaneswar – 751 016
Orissa
- Paradip-Raipur-Ranchi Pipelines Project, Bhubaneswar
- Mr. S. K. Satija
Executive Director (C)
Plot No. 325,
District Centre,
Chandrashekharapur,
Bhubaneswar – 751 016
Orissa

APIO
Mr. Sanjeev Samal
Human Resource Manager

Address
Plot No. 325,
District Centre,
Chandrashekharapur,
Bhubaneswar – 751 016
Orissa

20. **CPIO**
Mr. E. Haque
Deputy General Manager (C)
- Address**
Indian Oil Corporation Ltd.,
Pipelines Division
Construction Office,
Plot No. 38-39, SDC Vinay Block II,
4th Floor, Maugi Colony, Malviya
Nagar,
Jaipur – 302 017
- For Information relating to Projects / works under the Pipelines Division, Construction Office in Jaipur
- Mr. A.K. Khurana
General Manager(C)
Indian Oil Corporation Ltd.,
Pipelines Division
Construction Office,
Plot No. 38-39, SDC Vinay Block II,
4th Floor, Maugi Colony,
Malviya Nagar,
Jaipur – 302 017,
Rajasthan

Jaipur - 302 017,
Rajasthan

APIO

Mr. Suresh Nair
Human Resource Manager

Address

Indian Oil Corporation Ltd.,
Pipelines Division
Construction Office,
Plot No. 38-39, SDC Vinay Block II,
4th Floor, Maugi Colony, Malviya
Nagar,
Jaipur - 302 017,
Rajasthan

Names, designations and addresses of the Central Public Information Officers/Assistant Public Information Officers and Appellate Authorities

S.No.	Names, designations and Jurisdiction addresses of the Central Public Information Officers/Assistant Public Information Officers	Names, designations and address of the Appellate Authority
-------	---	--

Marketing Division

21.	<p>CPIO Ms. Aparna Asthana General Manager (Planning) Head Office</p> <p>Address Indian Oil Corporation Limited Head Office Marketing Division IndianOil Bhavan G-9, Ali Yavar Jung Marg Bandra (East) Mumbai - 400051 Maharashtra Tel.No. 022-26447814</p>	<p>Administrative Office at Head Office at Mumbai</p> <p>Mr. H. S. Bedi Executive Director (Human Resources) Indian Oil Corporation Limited Head Office Marketing Division IndianOil Bhavan G-9, Ali Yavar Jung Marg Bandra (East) Mumbai - 400051 Maharashtra</p>
-----	---	--

APIO

Mr. E.S. Anand,
Senior Manager (Planning &
Economic Studies),
Head Office

Address

Indian Oil Corporation Limited
Head Office
Marketing Division
IndianOil Bhavan
G-9, Ali Yavar Jung Marg
Bandra (East)
Mumbai - 400051
Maharashtra
Tel.No. 022-26447025

22.	<p>CPIO Mr. Tarun Kumar Pradhan Dy. Gen. Manager(LPG S&D) Northern Regional Office</p> <p>Address Indian Oil Corporation Limited Marketing Division IndianOil Bhavan</p>	<p>Functions relating to Northern Regional Office</p> <p>Mr. Amit Kumar Basu General Manager Vc (Regional Services & HR) Northern Regional Office Indian Oil Corporation Limited Marketing Division IndianOil Bhavan No. 1, Sri Aurobindo Marg Vijay Sarai</p>
-----	--	--

10/06/2015

Right to Information : Oil and Gas Service Companies
Yusuf Sarai
New Delhi - 110016

INDIAN OIL BHAVAN
No. 1, Sri Aurobindo Marg
Yusuf Sarai
New Delhi - 110016
Tel.No. 011-26523213
Fax.No. 011-26523215

APIO

Mr. Awadesh Kumar Mishra
Chief ER Manager
Northern Region Office

Address

Indian Oil Corporation Limited
Marketing Division
IndianOil Bhavan
No. 1, Sri Aurobindo Marg
Yusuf Sarai
New Delhi - 110016
Tel.No. 011-26560332

23.

CPIO

Mr. J.S. Oberoi
Dy.General Manager (LPG)
Delhi & Haryana State Office

Address

Indian Oil Corporation Limited
World Trade Centre
Barakhamba Lane
Babar Road
New Delhi
Tel.No. 011-26447596

Delhi & Haryana State office at New Delhi and all installations and offices under Delhi & Haryana State Office
Mr. S.S. Mishra
Executive Director
Delhi State Office
Indian Oil Corporation Limited
World Trade Centre
Barakhamba Lane
Babar Road
New Delhi

APIO

Mr. Dinesh Goel
Dy. General Manager (Operations)
Delhi & Haryana State Office

Address

Indian Oil Corporation Limited
World Trade Centre
Barakhamba Lane
Babar Road
New Delhi
Tel.No. 011-46363380

24.

CPIO

Mr. S. J.Dubey
DGM (Consumer Sales)
Uttar Pradesh State Office-I

Address

Indian Oil Corporation Ltd
IndianOil Bhawan
TC - 39, V Vibhuti Khand
Gomti Nagar
Lucknow - 226010
Uttar Pradesh
Tel.No.: 0522-2305709
Fax: 0522-2305714

Uttar Pradesh State Office-I at Lucknow and all installations and offices under UP State Office-I
Mr. A. K. Verma
Executive Director
Indian Oil Corporation Limited
IndianOil Bhawan
TC - 39, V Vibhuti Khand
Gomti Nagar
Lucknow 226010
Uttar Pradesh

Note:- All installations and offices under Uttar Pradesh and Uttaranchal State not falling under the Uttar Pradesh State Office-II fall under Uttar Pradesh State Office-I

APIO

Mr. Pradeep Kumar Jha

DGM (LPG)
Uttar Pradesh State Office-I

Address

Indian Oil Corporation Ltd
IndianOil Bhawan
TC - 39, V Vibhuti Khand
Gomti Nagar
Lucknow - 226010
Uttar Pradesh

25. CPIO
Mr. Subodh Kumar Mahajan
DGM (Engg)
Uttar Pradesh State Office-II

Address

Indian Oil Corporation Limited
E-8, Sector-1
Noida
Uttar Pradesh
Tel.No.0120-2474009
Fax No. 0120-2474009

Uttar Pradesh State Office-II at Noida and all installations and offices under Uttar Pradesh State Office-II including Agra, Bareilly Dehradun and Noida Divisional Offices

Mr. Sajjan Kumar
Executive Director
Uttar Pradesh State Office-II
Indian Oil Corporation Limited
E-8, Sector-1
Noida
Uttar Pradesh

APIO

Mr. U.C.S. Bisht
Chief Information System Manager
Uttar Pradesh State Office-II

Address

Indian Oil Corporation Limited
E-8, Sector-1
Noida
Uttar Pradesh
Tel.No.0120-2543384
Fax: 0120-2543384

26. CPIO
Mr. Sanjeev Kundu
Dy. General Manager (ILS)
Punjab State Office

Address

Indian Oil Corporation Limited
Punjab State Office
Plot No. 3A
Sector -19A
Madhya Marg
Chandigarh
Tel.No.0172-2542266

Punjab, Himachal J & K State Office at Chandigarh and all installations and offices under Punjab Himachal J & K State Office

Mr. P.K Das
Executive Director
Punjab State Office
Indian Oil Corporation Limited
Punjab State Office
Plot No. 3A, Sector - 19A
Madhya Marg
Chandigarh

APIO

Mr. Sanjay Bhandari
Chief Manager (RS)
Punjab State Office

Address

Indian Oil Corporation Limited
Punjab State Office
Plot No. 3A
Sector-19A
Madhya Marg
Chandigarh
Tel.No. : 0172-2541846

27. **CPIO**
Mr. R Ganeshan
DGM (Consumer Sales),
Rajasthan State Office
- Address**
Indian Oil Corporation Limited
Ashok Chowk
Near Radha Swami Satsang Bhawan
Adarsh Nagar
Jaipur
Rajasthan
e.mail: rganesha@indianoil.in
Tel.No. 0141-2579408
- APIO**
Mr. Vevek Garg
Sr. Manager (Retail Sales)
Rajasthan State Office
- Address**
Indian Oil Corporation Limited
Ashok Chowk
Near Radha Swami Satsang Bhawan
Adarsh Nagar
Jaipur
Rajasthan
28. **CPIO**
Mr. Arup Bhattacharjee
DGM (HR)
Eastern Regional Office
- Address**
Indian Oil Corporation Limited
Marketing Division
IndianOil Bhavan
2, Gariahat Road (Dhakuria)
Kolkata - 700068
West Bengal
Tel.No. 033 24130244
Fax: 033 24145222
- APIO**
Mr. Sourav De
Chief Manager (HRD,MS & TRG. ER)
Eastern Region
- Address**
Indian Oil Corporation Limited
Marketing Division
IndianOil Bhavan
2, Gariahat Road (Dhakuria)
Kolkata - 700068
West Bengal
Tel.No. 033-24145536
29. **CPIO**
Mr. J. R. Mukherjee
Dy.General Manager (HR)
West Bengal State Office
- Address**
Indian Oil Corporation Ltd.
IndianOil Bhavan
Kolkata
- Rajasthan State Office at Jaipur and all installations and offices under Rajasthan State Office
- Mr. Gurmeet Singh
General Manager
Rajasthan State Office
Indian Oil Corporation Limited
Ashok Chowk
Near Radha Swami Satsang Bhawan
Adarsh Nagar
Jaipur
Rajasthan
- Functions relating to Eastern Regional Office
- Mr. Gautam Bose
General Manager IC (Regional Services)
Eastern Regional Office
Indian Oil Corporation Limited
Marketing Division
IndianOil Bhavan
2, Gariahat Road (Dhakuria)
Kolkata - 700068
West Bengal
- West Bengal State Office at Kolkata and all installations and offices under West Bengal State Office
- Mr. Yashvir Kumar Gupta
Executive Director
West Bengal State Office
Indian Oil Corporation Ltd.
IndianOil Bhawan
2, Gariahat Road (South)
Dhakuria
Kolkata

10/06/2015

Right to Information : Oil and Gas Service Companies

Indian Oil Bhawan
2, Gariahat Road (South)
Dhakuria
Kolkata
West Bengal

Kolkata
West Bengal

APIO
Ms. Neelanjana Ramchandani
Dy General Manager (HR-CSR)

Address
Indian Oil Corporation Ltd.
Indian Oil Bhawan
2, Gariahat Road (South)
Dhakuria
Kolkata
West Bengal
Tel. No.033-24145120

30. **CPIO**
Mr. Arvind Kumar Gupta
DGM(LPG)
Bihar State Office
Bihar

Bihar State Office at Mr. R S Dahiya
Patna and all General Manager
installations and offices Bihar State Office
under Bihar State Office Indian Oil Corporation Limited
Loknaya Bhawan
Dak Bungalow Road
Patna
Bihar

Address
Indian Oil Corporation Limited
Loknaya Jaiprakash Bhawan
(5thflr),
Dak Bungalow Chowk,
Patna
Bihar - 800001
Tel.No. 0612-2201086
Fax: 0612-2233154

APIO
Mr. Najmi
DGM(RS)
Bihar State Office

Address
Indian Oil Corporation Limited
Loknaya Jaiprakash Bhawan
(5thflr),
Dak Bungalow Chowk,
Patna
Bihar - 800001
Tel.No.0612-2226487
Fax:0612-2233154

31. **CPIO**
Mr. V. K. Bhattacharya
Dy. General Manager(HR-CSR)
Orissa State Office

Orissa State Office at Mr. K. K. Sharma
Bhubaneswar and all General Manager
installations and offices Orissa State Office
under Orissa State Indian Oil Corporation Limited
Office Indian Oil Corporation Limited
304, Bhoi Nagar
Bhubaneswar
Orissa

Address
Indian Oil Corporation Limited
304, Bhoi Nagar
Bhubaneswar
Orissa
Tel.no.06742572069

APIO
Mr. V. Satish kumar
Dy General Manager (LPG)

General Manager (C/S),
Orissa State Office

Address

Indian Oil Corporation Limited
304, Bhoi Nagar
Bhubaneswar
Orissa
Tel.No.0674-2745836

32.

CPIO

Mr. Partha Datta
DGM (Consumer Sales)
North East State Office

Address

Indian Oil Corporation Limited
East Point Tower
Bamuni Maidan
Guwahati
Assam
Tel.No. 0361-265-7552
Fax: 0361-2550764

APIO

Mr. Shyamal Bala
SR.Manager(PP&ES)
North East State Office

Address

Indian Oil Corporation Limited
East Point Tower
Bamuni Maidan
Guwahati
Assam
Tel.No. 0361-255-2766
Fax: 0361-2550764

North East State Office Mr. Dipankar Ray
at Guwahati and all General Manager
installations and offices North East State Office
under North East State Indian Oil Corporation Limited
Office East Point Tower
Bamuni Maidan
Guwahati
Assam

33.

CPIO

Mr. Dilip Hari
DGM VC(Human Resource)
Western Regional Office

Address

Indian Oil Corporation Limited,
Marketing Division,
Western Regional Office,
Indian Oil Bhavan, Plot No. C-33,
G-Block, Bandra Kurla Complex,
Bandra (E), Mumbai – 400 051

APIO

Mr. T. D. S. Prasad
Chief S&EP Manager
Western Region

Address

Indian Oil Corporation Limited,
Marketing Division,
Western Regional Office,
Indian Oil Bhavan, Plot No. C-33,
G-Block, Bandra Kurla Complex,
Bandra (E), Mumbai – 400 051

Functions relating to Mr. Ashok Sen
Western Regional Executive Director (Regional
Office Services)
Indian Oil Corporation Limited,
Marketing Division,
Western Regional Office,
Indian Oil Bhavan, Plot No. C-33,
G-Block, Bandra Kurla Complex,
Bandra (E), Mumbai – 400 051

34.

CPIO

Mr. Shankar Sharan
DGM (IRG)

Maharashtra State Mr. B. K. Singh
Office at Mumbai and all General Manager
installations and offices Maharashtra & Goa

Maharashtra State Office

Address

Indian Oil Corporation Limited,
Marketing Division,
Maharashtra State Office,
Indian Oil Bhavan, Plot No. C-33,
G-Block, Bandra Kurla Complex,
Bandra (E), Mumbai – 400 051

APIO

Mr. S. P. Akhauri
Chief Manager (RS)
Maharashtra State Office

Address

Indian Oil Corporation Limited,
Marketing Division,
Maharashtra State Office,
Indian Oil Bhavan, Plot No. C-33,
G-Block, Bandra Kurla Complex,
Bandra (E), Mumbai – 400 051

35. **CPIO**
Mr. V.K. Verma
DGM (LPG)
Gujarat State Office

Address

Indian Oil Corporation Limited
104/204/304/403/404
Shikhar Complex
Mithakali 6 Roads
Navrangpura
Ahemdabad
Gujarat
Tel.No.079-26474227
Fax: 079- 26474202

APIO

Mr. Sanjiv Kakkar
DGM (RS)
Gujarat State Office

Address

Indian Oil Corporation Limited
104/204/304/403/404
Shikhar Complex
Mithakali 6 Roads
Navrangpura
Ahemdabad
Gujarat
Tel.No.: 079-26463036
Fax: 079- 26474003

36. **CPIO**
Mr. Atul Kumar Jain
Dy. General Manager (HR-CSR),
Madhya Pradesh State Office
including Chhattisgarh

Address

Indian Oil Corporation Limited
Indian Oil Bhavan
16, Arera Hills
Jail Road

under Maharashtra State Office including Goa

Indian Oil Corporation Limited,
Marketing Division,
Maharashtra State Office,
Indian Oil Bhavan, Plot No. C-33,
G-Block, Bandra Kurla Complex,
Bandra (E), Mumbai – 400 051

Gujarat State Office at Ahmedabad and all installations and offices under Gujarat State Office

Mr. Sanjeev Kumar Jain
General Manager
Gujarat State Office
Indian Oil Corporation Limited
104/204/304/403/404
Shikhar Complex
Mithakali 6 Roads
Navrangpura
Ahemdabad
Gujarat

Madhya Pradesh State Office at Bhopal and all installations and offices under Madhya Pradesh State Office including Chhattisgarh

Mr. S. K. Jain
General Manager
Madhya Pradesh State Office
including Chhattisgarh
Indian Oil Corporation Limited
Indian Oil Bhavan
16, Arera Hills
Jail Road
Bhopal
Madhya Pradesh

Bhopal
Madhya Pradesh
Tel.No.0755- 2550921
Fax: 0755- 2554350

APIO

Mr. S. Chandrasekhar
Dy. General Manager (Consumer
Sales)
Madhya Pradesh State Office

Address

Indian Oil Corporation Limited
IndianOil Bhawan
16, Arera Hills
Jail Road
Bhopal
Madhya Pradesh
Tel.No.0755-2553740

37.

CPIO

Mr. R. Shankar
Dy. General Manager (HRD. MS & Office
Training)
Southern Regional Office

Functions relating to Mr. A. Pandian
Southern Regional General Manager /c (Regional
Services)
Southern Regional Office
Indian Oil Corporation Limited
Marketing Division
139, Mahathma Gandhi Road
Chennai – 600034
Tamil Nadu
Tel.No.044-28339000

Address IndianOil Bhavan,
Indian Oil Corporation Limited
Marketing Division
139, Nungambakkam High Road
Chennai - 600034
Tamil Nadu
Tel.No.044-28339219

APIO

Mr. S. Ganesh Kumar
Chief Manager (Training &
Development)
Southern Regional Office

Address

IndianOil Bhavan
Indian Oil Corporation Limited
Marketing Division
139, Nungambakkam High Road
Chennai - 600034
Tamil Nadu
Tel.No.044-28333731

38.

CPIO

Mr. A. Sreenivasan
DGM (LPG Sales)
Tamil Nadu State Office

Tamil Nadu State Office Mr. U.V.Mannur
at Chennai and all Executive Director
installations and offices Tamil Nadu State Office
under Tamil Nadu State Indian Oil Corporation Limited
Office including Marketing Division
Pondichery 139, Nungambakkam High Road
Chennai - 600034
Tamil Nadu

Address

IndianOil Bhavan
Indian Oil Corporation Limited
Marketing Division
139, Nungambakkam High Road
Chennai - 600034
Tamil Nadu
Tel.No.044-28339287

APIO

Mr. R. Anandapadmanaban
DGM (Retail Sales)

South (Retail Sales),
Tamil Nadu State Office

Address

IndianOil Bhavan
Indian Oil Corporation Limited
Marketing Division
139, Nungambakkam High Road
Chennai - 600034
Tamil Nadu
Tel.No. 044 28339085

39.

CPIO

Mr. D.V. Ramana Rao
General Manager (CS)
Karnataka State Office

Address

Indian Oil Corporation Limited
IndianOil Bhavan
No. 29, P. Kalinga Road
(Mission Road)
Bengaluru
Karnataka
Tel.No. 080 - 22121230
Fax: 080-22160931

APIO

Mr. K. S. Shanker
Chief Manager (LPG-S)
Karnataka State Office

Address

Indian Oil Corporation Limited
IndianOil Bhavan
No. 29, P. Kalinga Road
(Mission Road)
Bengaluru
Karnataka
Tel.No. 080 - 22160841

Karnataka State Office Mr. S. Varadachari
at Bengaluru and all General Manager (IC)
installations and offices Karnataka State Office
under Karnataka State Indian Oil Corporation Limited
Office IndianOil Bhavan
No. 29, P. Kalinga Road
(Mission Road)
Bengaluru
Karnataka

40.

CPIO

Mr. V. Gopalakrishnan
Dy.General Manager (Retail Sales)
Kerala State Office

Address

Indian Oil Corporation Limited
Panampilli Avenue
Panampilli Nagar
P.O. Cochin
Kerala
Tel.No.0484-2825501, 2317740

APIO

Mr. T. Satish Kumar
DGM (LPG)
Kerala State Office

Address

Indian Oil Corporation Limited
Panampilli Avenue
Panampilli Nagar
P.O. Cochin
Kerala
Tel.No.0484- 2825401,2318213

Kerala State Office at Mr. Murali Srinivasan
Cochin and all General Manager
installations and offices Kerala State Office
under Kerala State Indian Oil Corporation Limited
Office Panampilli Avenue
Panampilli Nagar
P.O. Cochin
Kerala

41. **CPIO**
Mr. K.M.V.S. Raju
Dy.Gen.Manager (Consumer Sales)
Telangana Andhra Pradesh State
Office
- Andhra Pradesh State Office at Hyderabad and all installations and offices under Andhra Pradesh State Office
Indian Oil Corporation Limited
No. 3-6-346 to 438
II & III Floor
Naspur House
Himayat Nagar
Hyderabad- 500029
Andhra Pradesh
Tel.No.040 27663308
Fax : 040 27606712
- Address**
Indian Oil Corporation Limited
No. 3-6-346 to 438
II & III Floor
Naspur House
Himayat Nagar
Hyderabad- 500029
Andhra Pradesh
Tel.No.040 27663308
Fax : 040 27606712

APIO
Mr. Y.V. Ramana Rao
Dy.Gen.Manager (LPG)
Telangana Andhra Pradesh State
Office

Address
Indian Oil Corporation Limited
No. 3-6-346 to 438
II & III Floor
Naspur House
Himayat Nagar
Hyderabad- 500029
Andhra Pradesh
Tel.No. 040-27630693
Fax: 040 27677215

Names, designations and addresses of the Central Public Information Officers/Assistant Public Information Officers and Appellate Authorities

S.No.	Names, designations and addresses of the Central Public Information Officers/Assistant Public Information Officers	Names, designations and address of the Appellate Authority
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Research & Development

- | | | | |
|-----|---|--|---|
| 42. | CPIO
Ms. Nishi M Khurana
DGM (I/c), HR | Administrative Office at R & D Centre at Faridabad | Mr. R. Suresh
Executive Director (LT)
Research & Development Centre
Indian Oil Corporation Limited
Sector 13
Faridabad - 121007
Haryana |
| | Address
Research & Development Centre
Indian Oil Corporation Limited
Sector 13
Faridabad - 121007
Haryana | | |
| | APIO
Mr. Ashok Jambur
DGM(HR) | | |
| | Address
Research & Development Centre
Indian Oil Corporation Limited
Sector 13
Faridabad - 121007
Haryana | | |

Names, designations and addresses of the Central Public Information Officers/Assistant Public Information Officers and Appellate Authorities

S.No. Names, designations and addresses of the Central Public Information Officers/Assistant Public Information Officers	Names, designations and address of the Appellate Authority
---	---

Assam Oil Division

<p>43. CPIO Mr. R. Kalita DGM(HR) Assam Oil Division</p> <p>Address Indian Oil Corporation Limited P.O. Digboi - 786171 Assam</p>	<p>For Refinery related matter including general Administration / Services of AOD at Digboi and all offices under Assam Oil Division</p> <p>Mr. A K Chowdhury ED(HR) Indian Oil Corporation Limited SCOPE Complex, Core 2 7 Institutional Area Lodhi Road New Delhi - 110003</p>
---	--

APIO
Mr. Kamal Basumatary
SERM
Digboi Refinery

Address
Indian Oil Corporation Limited
P.O. Digboi - 786171
Assam

NOTE: "The APIOs are authorised to receive applications on behalf of the concerned CPIOs".

Names, designations and addresses of the Central Public Information Officers/Assistant Public Information Officers and Appellate Authorities for IBP Division

S.No. Names, designations and addresses of the Central Public Information Officers/Assistant Public Information Officers	Names, designations and address of the Appellate Authority
---	---

<p>1. CPIO Mr. K Gururaj CM Vc (Marketing)</p> <p>Address Indian Oil Corporation Limited (IBP Division) BG(Cryogenics) A/4, MIDC Ambad, Nashik - 422010 Tel.No. 0253-2381949</p>	<p>Business Group (Cryogenics), IBP Division</p> <p>Mr. Srikrishna Chervu GM (Cryogenics), Indian Oil Corporation Limited, (IBP Division), BG(Cryogenics), A/4, MIDC, Ambad, Nashik-422010 Tel.No. 0253-2383074</p>
--	---

APIO
Mr. D.D. Gaidhani
Sr. Manager (Human Resources)

Address
Indian Oil Corporation Limited (IBP Division) BG(Cryogenics)
A/4, MIDC Industrial Area
Ambad
Mumbai - 400040

NASNIK 42201U
Tel.No. 0253-2385019

2. **CPIO**
Mr. Rajeev Khandelwal
Chief Manager (HR and H,S&E)
- Address**
Indian Oil Corporation Limited (IBP Division)
34A, Nirmal Chandra Street
Kolkata - 700013
West Bengal
Tel.No. 033-22362500
- Business Group**
(Explosives), IBP Division
- Mr. Manish Sinha
General Manager (Explosives)
Indian Oil Corporation Limited (IBP Division)
BG(Explosives) 34A, Nirmal Chandra Street
Kolkata - 700013
West Bengal
Tel.No. 033-22215150
- APIO**
Mr. Pingala Phani
Manager (Marketing Services)
- Address**
Indian Oil Corporation Limited (IBP Division)
34A, Nirmal Chandra Street
Kolkata - 700013
West Bengal
Tel.No. 033-2360640
- 3 **CPIO**
Mr. Pradeep Chopra
Sr. Manager (MC)
- Address**
Indian Oil Corporation Limited (IBP Division)
Commerce Centre, 2nd Floor
78, Tardeo Road
Mumbai - 400034
Maharashtra
Tel.No.022 23551208
- Functions of IBP Division (other than BG (Explosives) and BG (Cryogenics) and excluding Petroleum Marketing Function of erstwhile IBP Co. Limited}
- Mr. D. S. Shingare
DGM VC(HR)
Indian Oil Corporation Limited (IBP Division)
Commerce Centre, 2nd Floor
78, Tardeo Road
Mumbai - 400034
Maharashtra
Tel.No.022 23551210
- APIO**
Mr. A.S. Kane
Manager (HRD)
- Address**
Indian Oil Corporation Limited (IBP Division)
Commerce Centre, 2nd Floor
78, Tardeo Road
Mumbai - 400034
Maharashtra
Tel.No.022 23551218

Statutory Notices

Notices

Corporate Governance

Compilation of OMs & Notifications on RTI Act 

Guidelines on suo motu disclosure under RTI Act 

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Annexure-II

RTI AUDIT OF IOCL FOR THE YEAR 2014-15

Sl. No	PARAMETER	REQUIREMENT	STATUS	REMARKS
1	LANGUAGE	ENGLISH/LOCAL LANGUAGE	English	
2	LAST UPDATE	ANNUALLY	JULY, 2015	
3	Particulars of Information - 4(1)(b)(i)	objectives, duties, vision, functions etc.		Adequately given, including functions & Duties, mission of company to be included
4	Powers & Duties - 4(1)(b)(ii)	DOP & Other Govt. Procedures followed		Memorandum & Articles of Association, DOP.
5	Procedure followed in the decision making section - 4(1)(b)(iii)	Decision Making Mechanism		Govt. guidelines & IOCL own system & procedures, article of association to be included, structure with responsibilities from Board to Executives, decisions with compliance of Company Act, DPE Guidelines etc. including listing agreement of stock exchange
6	Norms for discharge of functions - 4(1)(b)(iv)	Procedures & guidelines being followed		Statements regarding policies, DOP, Manuals, DPE & CVC guidelines
7	Rules Regulations - 4(1)(b)(v)	Details of Manuals, records, rules etc.		Important Rules, Regulations, policies & working manuals of all the departments of IOCL, available
8	Category of Doc. Held - 4(1)(b)(vi)	Documents details, availability & Custodian		Important Rules, Regulations, policies & working manuals of all the departments of IOCL, licenses, agreements, available.
9	Particulars of arrangement, consultation or representation - 4(1)(b)(vii)	Rules if any		Arrangement exists, being commercial organisation
10	Boards, Councils, Committee - 4(1)(b)(viii)	Defined with powers or not		vendor grievance redressal system in place on website Details of Board Members, all major board & sub committees including audit, risk & other committees to comply with the Company Act 2013.
11	Directory of Officers - 4(1)(b)(ix)	Available on web or not		Brief about all committees available, in the annual report, to be linked.
12	Monthly Remuneration - 4(1)(b)(x)	Disclosed or not		Directory of officers with departments given, office address to be included
13	Budget Allocations - 4(1)(b)(xi)	Budget Performance		Budget targets & Actual utilisation for 5 years given
14	Manner of execution of Subsidies Prog. - 4(1)(b)(xii)	Monitoring of subsidies & progress of programs		NIL, as no Subsidiaries from Govt.
15	Particulars of recipient of Concessions - 4(1)(b)(xiii)	Eligibility, Procedure & Use		NIL, IOCL do not grant any concessions, license etc.
16	Availability of Information in Electronic - 4(1)(b)(xiv)	Location, soft/hard & Type of documents		Available in Electronic Form, annual reports, financial results, Co. profile, & shareholding pattern
17	Particulars of Facility for Obtaining Inf. - 4(1)(b)(xv)	Details for getting the inf & appeal		Detailed procedure including format for citizen is available under RTI portal
18	Particulars of PIO/AA/4(1)(b)(xvi)	Given clearly or not		Details of PIO, AA & APIO with contact details, mail id & address available
19	Other Information - 4(1)(b)(xvii)	About Project details, policies initiatives		Functioning & status on performance has been given for all Departments
20	Type of Manual - 4(1)(b)	Soft on web or hard copy		Electronic as well as hard copy
21	Important Policy Decisions - 4(1)(c)	Notified or Not		Not Notified
22	Quasi-Judicial Decisions - 4(1)(d)	Notified or Not, if not, the reason for the same		Notifying during the land acquisitions & when needs arises
23	Manual Free/Cost	Fee if any		Available on the website for citizens of India
24	Receipt & Disposal of RTI Applications			Proper dak & dispatch register has been maintained
25	Any other Observation			Refer observations mentioned in the report



Annexure-II

RTI AUDIT OF IOCL FOR THE YEAR 2014-15

SL. No	PARAMETER	REQUIREMENT	STATUS	REMARKS
1	LANGUAGE	ENGLISH/LOCAL LANGUAGE	English	
2	LAST UPDATE	ANNUALLY	JULY, 2015	
3	Particulars of Information - 4(1)(b)(i)	objectives, duties, vision, functions etc.		Adequately given, including functions & Duties, mission of company to be included
4	Powers & Duties - 4(1)(b)(ii)	DOP & Other Govt. Procedures followed		Memorandum & Articles of Association, DOP.
5	Procedure followed in the decision making section - 4(1)(b)(iii)	Decision Making Mechanism		Govt. guidelines & IOCL own system & procedures, article of association to be included, structure with responsibilities from Board to Executives, decisions with compliance of Company Act, DPE Guidelines etc. including listing agreement of stock exchange
6	Norms for discharge of functions - 4(1)(b)(iv)	Procedures & guidelines being followed		Statements regarding policies, DOP, Manuals, DPE & CVC guidelines
7	Rules Regulations - 4(1)(b)(v)	Details of Manuals, records, rules etc.		Important Rules, Regulations, policies & working manuals of all the departments of IOCL, available
8	Category of Doc. Held - 4(1)(b)(vi)	Documents details, availability & Custodian		Important Rules, Regulations, policies & working manuals of all the departments of IOCL, licenses, agreements, available.
9	Particulars of for arrangement, consultation or representation - 4(1)(b)(vii)	Rules if any		Arrangement exists, being commercial organisation
10	Boards, Councils, Committee - 4(1)(b)(viii)	Defined with powers or not		vendor, grievance redressal system in place on website
				Details of Board Members, all major board & sub committees including audit, risk & other committees to comply with the Company Act 2013.
				Brief about all committees available, in the annual report, to be linked.
11	Directory of Officers - 4(1)(b)(ix)	Available on web or not		Directory of officers with departments given, office address to be included
12	Monthly Remuneration - 4(1)(b)(x)	Disclosed or not		Details given including scales & applicability of allowances to be update
13	Budget Allocations - 4(1)(b)(xi)	Budget Performance		Budget targets & Actual utilisation for 5 years given
14	Manner of execution of Subsidies Prog. - 4(1)(b)(xii)	Monitoring of subsidies & progress of programs		NIL, as no Subsidiaries from Govt.
15	Particulars of receipt of Concessions - 4(1)(b)(xiii)	Eligibility, Procedure & Use		NIL, IOCL do not grant any concessions, license etc.
16	Availability of Information in Electronic - 4(1)(b)(xiv)	Location, soft/hard & Type of documents		Available in Electronic Form, annual reports, financial results, Co.profiles, & shareholding pattern
17	Particulars of Facility for Obtaining Inf. - 4(1)(b)(xv)	Details for getting the inf & appeal		Detailed procedure including format for citizen is available under RTI portal
18	Particulars of PIO/AA/4(1)(b)(xvi)	Given clearly or not		Details of PIO, AA & APIO with contact details, mail id & address available
19	Other Information - 4(1)(b)(xvii)	About Project details, policies, initiatives		Functioning & status on performance has been given for all Departments
20	Type of Manual - 4(1)(b)	Soft on web or hard copy		Electronic as well as, hard copy
21	Important Policy Decisions - 4(1)(c)	Notified or Not		Not Notified
22	Quasi-Judicial Decisions - 4(1)(d)	Notified or Not, if not the reason for the same		Notifying during the land acquisitions & when needs arises
23	Manual Free/Cost	Fee if any		Available on the website for citizens of India
24	Receipt & Disposal of RTI Applications			Proper dak & dispatch register has been maintained
25	Any other Observation			Refer observations mentioned in the report

