



The Minutes of the IME(I) 83rd Governing Council Meeting

Held at IMEI House, Nerul, Navi Mumbai on 21Dec 2019



Agenda for the 83 rd GCM – 21 Dec 2019 held at IME(I) Head Office, IMEI House, Nerul, Navi Mumbai.

83rd GCM Agenda –

Day 1	Sr No		Page No
Time		Agenda	
09.00	1	Lighting of Lamp	
09.05-0910	2	H& S Briefing	
0910-0912	3	One Minute silence to our deceased members	
09.12-0914	3	President's Welcome Address	
	4	Adoption of Agenda for 83rd GC - By Circulation	
	5	To grant Leave of Absence – By Circulation – Rear Admiral Sanjay Sadhu, Mr Amit Bhatnagar nominated Mr Gautam Sen Hon Secretary / Mr Chitta Dash / Mr T Girish	
	6	Adoption of Minutes of 82 nd GCM - By Circulation – Resolution is to passed through circulation	
	7	Tabling of Minutes of 36 th AGM – for information	
Agenda 08 to Agenda 30 was circulated via E mail, comments sought other than already discussed on E mail.			
	8	Action Taken Report	
	9	Change of Signatories at HO	
	10	Change of Trustees at BES	
	11	Nominations for Various External Bodies	
	12	Formation of Sub Committees	
	13	BLFSC Sub Committee Activity Report from Aug 2019 to Oct 2019 .Actual figures upto from 01.04.2019 to 31.10.2019V/s Budgeted figures of 2019-2020 & Proposed Budget 2020-2021	
	14	CD Sub Committee Activity Report from Aug 2019 to Oct 2019 .Actual figures upto from 01.04.2019 to 31.10.2019V/s Budgeted figures of 2019-2020 & Proposed Budget 2020-	

15	Examination and Certification sub com - Activity Report from Aug 2019 to Oct 2019 .Actual figures upto from 01.04.2019 to 31.10.2019V/s Budgeted figures of 2019-2020 & Proposed Budget 2020-2021	
16	Publication and Editorial Board Sub Com - Activity Report from Aug 2019 to Oct 2019 .Actual figures upto from 01.04.2019 to 31.10.2019V/s Budgeted figures of 2019-2020 & Proposed Budget 2020-2021	
17	Public and International Sub Com - Activity Report from Aug 2019 to Oct 2019 .Actual figures upto from 01.04.2019 to 31.10.2019 V/s Budgeted figures of 2019-2020 & Proposed Budget 2020-2021	
18	Marine Consultancy sub com - Activity Report from Aug 2019 to Oct 2019 .Actual figures upto from 01.04.2019 to 31.10.2019V/s Budgeted figures of 2019-2020 & Proposed Budget 2020-2021	
19	Admission Membership Sub Committee - Activity Report from Aug 2019 to Oct 2019 .Actual figures upto from 01.04.2019 to 31.10.2019V/s Budgeted figures of 2019-2020 & Proposed Budget 2020-2021(Including ratification of membership New/ Transfer of grade)	
20	ALFC sub com - Activity Report from Aug 2019 to Oct 2019 .Actual figures upto from 01.04.2019 to 31.10.2019V/s Budgeted figures of 2019-2020 & Proposed Budget 2020-2021	
21	Grievance Cell	
21A	Quality sub committee	
22	Selection of Chairman of Benevolence Fund – already circulated through email	
22A	Benevolence Fund Chairman - Presentation	
23	Mumbai Branch - Activity Report from Aug 2019 to Oct 2019 .Actual figures upto from 01.04.2019 to 31.10.2019V/s Budgeted figures of 2019-2020 & Proposed Budget 2020-2021	
24	Pune Branch - Activity Report from Aug 2019 to Oct 2019 .Actual figures upto from 01.04.2019 to 31.10.2019V/s Budgeted figures of 2019-2020 & Proposed Budget 2020-2021	
25	Goa Branch - Activity Report from Aug 2019 to Oct 2019 .Actual figures upto from 01.04.2019 to 31.10.2019V/s Budgeted figures of 2019-2020 & Proposed Budget 2020-2021	
26	Chennai Branch - Activity Report from Aug 2019 to Oct 2019 .Actual figures upto from 01.04.2019 to 31.10.2019V/s Budgeted figures of 2019-2020 & Proposed Budget 2020-2021	
27	Vizaq Branch - Activity Report from Aug 2019 to Oct 2019 .Actual figures upto from 01.04.2019 to 31.10.2019V/s Budgeted figures of 2019-2020 & Proposed Budget 2020-2021	

	28	Kolkata Branch - Activity Report from Aug 2019 to Oct 2019 .Actual figures upto from 01.04.2019 to 31.10.2019V/s Budgeted figures of 2019-2020 & Proposed Budget 2020-2021	
	29	Delhi Branch Activity Report from Aug 2019 to Oct 2019 .Actual figures upto from 01.04.2019 to 31.10.2019V/s Budgeted figures of 2019-2020 & Proposed Budget 2020-2021	
	30	Kochi Branch - Activity Report from Aug 2019 to Oct 2019 .Actual figures upto from 01.04.2019 to 31.10.2019V/s Budgeted figures of 2019-2020 & Proposed Budget 2020-2021	
0915-0925	31	Consolidated Budgets – Resolution	
	32	Update from ex officio nominees from external Bodies (including BES) – IRS, BIS, ECI, IMS, WMTC (circulated through email)	
	33	Update on Maritime Museum Dufferin Trust (circulated through email)	
	33	Fixing of venue for next GC	
-	34	Approval of drawn resolutions	
0925-1300	35	Resolutions and matters for discussions and Any other matter with permission of the chair	
1300-1330		Lunch	
1330-1600		Continue for agenda item 35 and conclusion	
1600	36	Close with vote of thanks: Vice President	

Attendance

83rd Governing Council Meeting held on 21st Dec 2019 at IMEI House

SR. NO.	NAME	BRANCH	DESIGNATION	Attendance
1	MR. UDAY PUROHIT	—	PRESIDENT	P
2	MR. KUSHAL ROY	—	VICE PRESIDENT	P
3	MR. TARUN KUMAR	—	HON. GENERAL SECRETARY	P
4	MR. VIJENDRA KUMAR JAIN	MUMBAI	CHAIRMAN	P
5	MR. Y. NATH	MUMBAI	GC MEMBER	P
6	CMDE BHUPESH TATER	Nominee of Mr T Girish	HON. SECRETARY	P
7	MR. MOHAN SINGH PAL	Nominee of Mr Chitta Dash	HON. SECRETARY	P
8	MR. V. LAKSHMIPATI RAO	VISAKHAPATNAM	CHAIRMAN	P
9	MR. DILSHAH SINGH ANAND	VISAKHAPATNAM	GC MEMBER	P
10	MR. THOMAS KURIAN	KOCHI	CHAIRMAN	LOA
11	MR. MATHEW KOSHY	KOCHI	GC MEMBER	P
12	MR. ANIL KUMAR P.K	CHENNAI	CHAIRMAN	P
13	MR. K. SHANKAR	CHENNAI	GC MEMBER	P
14	ADMIRAL SANJAY SADHU	DELHI	CHAIRMAN	LOA
15	MR. S.P. ARORA	DELHI	GC MEMBER	P
16	MR. RAGHAVAN RAMANUJAM	DELHI	GC MEMBER	P
18	MR. ABHIJIT BANERJEE	KOLKATA	GC MEMBER	P
17	MR. GAUTAM SEN	Nominee of Mr Amit Bhatnagar	HON. SECRETARY	P
19	MR. BHALCHANDRA BALWANT CHANDAKKAR	PUNE	CHAIRMAN	P
20	MR. B.S. MATHUR	GOA	CHAIRMAN	P
21	MR. C V S RAO	—	IMMEDIATE PAST PRESIDENT	P

22	MR KRISHNA K NAIR	----	IMMEDIATE PAST HON GENERAL SECRETARY	P
----	-------------------	------	--	---



MINUTES OF THE 83rdIME(I)GOVERNING COUNCIL MEETING

-
1. The GC meeting commenced with the traditional 'lighting of the lamp'.
 2. **Safety briefing:** The HGS briefed the GC Members in respect of Fire & Safety norms, emergency evacuations, assembly point and availability of medical attention, should this be required.

3. Welcome address by the President:

The President, Mr. Uday Purohit, chairing the meeting, welcomed the Governing Council Members to the meeting.

The President highlighted the importance of taking IMEI to greater heights with the focus on younger members, focus on digitalization and how to increase member outreach. The president also emphasized on participation of more members and need for the professional management of institute, Long term strategy, risk perception, risk management, quality management and operational issues.

Prior to commencing the proceedings, the President requested the Members to observe a one-minute silence as a mark of respect and prayer for Members who had passed away since the last GC meeting, namely Mr. Rajendra Prasad and Mr Susovan Lahiri.

4. Adoption of Agenda:

The previously circulated Agenda for the 83rd GCM was adopted by the GC.

5. Granting leave of absence:

Leave of absence was granted to GC members who had previously conveyed their inability to attend the GC Meeting. Real Admiral Sanjay Sadhu, Mr Amit Bhatnagar – Nominated Mr Gautam Sen (Hon Secretary-Kolkata Branch) , Mr Chitta Dash – Nominated Mr Mohan Singh Pal (Hon Secretary Navi Mumbai Chapter , Mr T Girish – Nominated Mr Bhupesh Tater (Hon Secretary-Mumbai Branch) and Mr Thomas Kurian.

6. Adoption of Minutes of 82nd GCM:

The GC members adopted the Minutes of the 82ndGC which were circulated earlier via Email.

7. Minutes of the 36th AGM held on 22nd SEPT 2019 were circulated for the information of GC.

Note: Agenda 08 to Agenda 30 i.e primarily ATR and Branch Report/Budget was circulated via E mail, comments and discussion were restricted to any comments other than already discussed on E mail. A summary is attached below for records of Minutes.

8. Action taken report :

Public and International Relations Sub Committee

Matter	Action to be taken / Action taken
Promotional material should be displayed in a show case at the entrance area of IMEI House& also at Branches	Material displayed in the wooden show case with glass door locking systems and order placed for making of banners showing promotional materials for Branch
Exhibition display material and the short film on IME(I)is to be updated as per the actual scenario of the IME(I) with the help of the all Branch Chairman.	Short Film – to start with, the existing short film should be circulated again to All Branches. For MTI’s: A compelling film or video should be made extolling the advantages of students becoming an IME(I) member. A suggestion was also received to make a film showcasing our International & Technical seminars such as WMTC, INMARCO, GLOMAR& WSF ought to be made -It is under review and process
Maintenance of accurate stock inventory with the consumption of promotional and welcome kits	

	stock statement maintained
Proposal to open a chapter in Dubai/ Singapore	Matter closed
New promotional material to be introduced and distributed to all branches in lieu of mementos (at technical meeting / seminar etc.) Branches will pay for the same.	Already introduced and informed to all Branches, waiting responses from the Branches

Publication and Editorial Board Sub Committee

An update on the ATR from the 79th GCM and 80th GCM:

Matter	Action to be taken / Action taken
The agreement with Seaborne Communications has been concluded to circulate the link to their journal to IME(I)members	The matter has been closed now.
Conversion of the soft copy of the MER from a static publication to a dynamic one giving links to pages from the "Contents" page	Work in progress/ yet to finalize the company for the same.
Digitalization of IME(I)Publications	Work in progress
Update of database of membership - with addresses and their email, contact nos. through the outside agency by obtaining the quotations	Work in progress : Email sent to corporate Members – 2190 Email bounced – 285 Nos Reply received from 787 Nos No response – 560 nos
Link in website for question & answer bank.	Link in website for question & answer bank yet to be developed. Question bank already exists on the website. Same to be updated into a question & answer bank. Mr.Mathur & Mr.Ramanujam have agreed to work on this. No significant progress
Donation of INR 1,00,000 for Library in memory of Sri. K.K. Goel not received in 2017-18 from Rochem Separation Pvt Ltd as in the previous years.	Rs. 2,00,000 from Rochem Separation Pvt. Ltd. has been received.

BLFSC: ATR

Matter	Action to be taken / Action taken
Solar Power 30kW plant for installation at IMEI house	Solar Power- Of the 07 received quotes, four have been short listed. A decision, as to whether this proposal is to be further progressed, is pending. Closed for next 2 years
Completion of the work of laying Rubber paver blocks, interior furnishing and partition work. Repairs to make good wear and tear.	Work completed
Revision of Hostel tariff every year --	A review and revision shall be carried out by January 2020.

Admission & Membership Sub Committee (Matter and ATR)

Matter	Action to be taken / Action taken
Subcommittee shall send to each branch a monthly report detailing membership position as on date grade transfer / new admissions.	Membership status report sent to all branches updated as on 30.11.2019.
<u>Lack of focus over long term apathy is evident</u>	<u>System is now in place & we can now monitor & update.</u>

<p>Chairman Mumbai branch through email had brought up long pending matter re: status of “subscriber members” that has been inactive and had sought for the same to be revived as a source of additional income.</p> <p>Organization / parties / corporate sponsored members are called “subscribing members”.</p> <p>President considered this suggestion by Mr. Vijendra jain as pertinent and requested the dept to look into the same and come up with suggestions / recommendations.</p> <ul style="list-style-type: none"> Note: any member who is a subscriber is known as a subscribing member 	<p>Have studied matter and consider following recommendations prudent.</p> <p>Such applicants sponsored by companies may be termed “sponsored members” since they are company sponsored members & not individual members.</p> <p>Such applicants will be termed as “sponsored...grade...member” of appropriate grade.</p> <p>Grade of membership as per applicant’s qualification / experience / shall be in compliance with article 3.0.</p> <p>Sponsor fee structure as follows:</p> <p>Fee / year / applicant – 30,000/ Fee / year for 2 applicants - 40,000/ Fee/year/ for 5 applicants - 1,00,000/ 2,00,000/ contribution will entitle company sponsored 5 nos. Applicants to enjoy membership for 2 years</p>
---	--

8H. ALFSC Sub Committee:

Income Tax Cases: (no changes since last 82nd GCM except AY 2017-18)

Assessment Year	Status	Comments	Remarks
2008-2009	CIT(A)	Appeal disposed in our favour - effect of the order not yet given	Letter dated 23.09.2011 submitted to Income Tax Authorities and again forwarded to the 29.01.2019 to the lawyer

No further update in the meeting

2009-2010	Tribunal Decision - date of hearing 21.4.2016 & date of order 29.04.2016	The matter is restored to the file of the Assessing Officer.	INR 90.3 Lakhs Income Tax Paid. Due for refund
		Hearing date with AO 25.09.2017 – Resubmitted whole set of documentation to AO on 25.9.2017	ITO rejected our appeal disregarding the concept of our Educational activities. Revised Demand INR 69.96 Lakhs and Penalty of INR 70.04Lakhs. CIT appeal is filed on 14.11.2017
2009-2010		Penalty INR 68 Lakhs (not Paid)	The CIT(A) has considered the importance of the ITAT order and also the written submissions and oral arguments presented during the hearing and has Struck it down

AY 2009-10 – Contested by the IME(I) before the tribunal vide ITA No. 4762/Mum/2013 order dated 29.04.2016 where the matter was remitted back to the file of AO with certain directions. AO rejected this again - The AO's contentions were that the types of service(s) provided by the Assesses are professional in nature and it constitutes beneficiary services rendered and has nothing to do with charity. Assesses works as a professional advisor or facilitator for conducting various courses, works as a professional body, engaging with a particular segment related to Marine Engineers, it is not a university nor is it an Institution affiliated to any recognized University in India ;Assesse is charging fees and is making profits and for which the assessee is expected to pay tax ; Subscription and other fees received from the members and type of experience and training which the member are benefiting suggests that these activities are in the nature of business or profession and not of a charitable Institution. The members have

contributed only for the purpose of their own benefit and for acquiring certain amenities.

Appeal filed to CIT again on 14.11.2017

2010-2011	No dispute	No Case	
2011-2012	At Tribunal Level	<p>Tribunal Hearing scheduled for 08/01/2018</p> <p>Show cause Notice received on 08.02.2017 - u/s271 (1) (c) - for explanation - why penalty should not be levied in this case - Notice forwarded to M/s B K Khare & Co for reply - Reminder given on 17.02.2017 for reply</p>	<p>I Tax Demand INR 71.76 Lakhs (Not Paid)</p> <p>Replied on 22.02.2017 to ITO</p>
<p>AY 2011-12 - ITAT order 1271/Mum/2016 dated 17.01.2018 – Restored this case back to the file of CIT(A) with a direction to decide the same as per the law after considering the directions of the Tribunal as given in AY 2009-10</p>			
2012-2013	Appeal to Commissioner of Income Tax filed on submitted on 29.04.2015	<p>08.11.2016 - the additional submission was done before the CIT(A) about a) IME(I)'s capabilities in providing Maritime education, b) actual activities of IME(I) in the educational realm and c) plea to the CIT(A) not to treat the activities such as publications sale, advertisement income, seminar fees and so on, as being motivated by profit,</p>	<p>Income tax Demand 35.79 out of which INR 4.7 Lakhs paid</p> <p>CIT (Appeals) Mumbai -1 date of order 11.11.2016 Appeal No CIT(A)-I/E-2 (155)/2015-16</p> <p>CIT(A) has directed the AO to follow the observations and directions given by the Hon'ble ITAT in IME(I)'s own case for AY 2009-10.</p>

but rather dovetail into the overarching objects of the IME(I) which are 'education' and 'relief to the poor'.

ITO (E)(4) appeal to I Tax Tribunal – Appeal no 846/Mum-2017 dated 06.02.2017 – appeal has been fixed for hearing for directions at Mumbai on 06.02.2019.

Ground of Appeal –

Whether on the facts and in the circumstances of the case and in law, the LD CIT(A) erred in allowing the appeal of the assessee by relying on the decision of the Hon'ble ITAT in assessee's own case for AY 2009-10 ignoring the fact that the Hon'ble ITAT set aside the order of Ld CIT(A) and restored the matter to the file of AO is not finalized.

The appellant prays that the order of the Commissioner of Income Tax (Appeals)-1, Mumbai be set aside and that of the Assessing Officer be restored.

The Appellant craves leave to amend or alter any ground or add a new ground which may be necessary.

			ITAT Hearing held on 20.06.2018 as per letter dated 25.05.2018
In the ITAT –I Bench order No 846/Mum/2017 dated 27.06.2018 (date of hearing 20.06.2018) – Consistent with the view taken by the tribunal while deciding appeals for assessment order 2011-12(supra). We restore the issue back to the learned Commissioner (Appeals) with similar direction.			
2013-2014	Case with CIT - Appeal to Commissioner of I Tax - Appeal filed on 11.04.2016		Income tax Demand INR 39.42L (Not Paid) Date of hearing not yet received
2014-2015	AT Income Tax officer level	Hearing attended with submission 29.09.2015, 12.02.2016, 15.02.2016 & 20.10.2016 a) Presented the AO with an overview of IME(I) b) Explained the Institute’s objects and how they dovetailed into the definition of ‘education’ and ‘relief to the poor’ c) Enumerated the educational apparatus and submitted the supporting and evidences d) Explained the activities	Appeal filed with CIT on 31.01.2017

		<p>& financials and how they fit into the objects of the Institute</p> <p>e) Corroborated the contentions above with the help of suitable judicial precedents including the Hon'ble ITAT's order in IME(I)'s own case for AY 2009-10, wherein the Court had set-aside the CIT(A) order and ordered the AO to decide the matter afresh as to whether IME(I)'s activities were in the nature of education.</p> <p>The AO gave a patient hearing to the contentions put forth by us, on behalf of IME(I). He has assured that he'll go through the submissions and assess suitably. The indications are that, he would close the assessment proceedings for AY 2014-15.</p>	
2014-15	ITO	Penalty INR 11,16,320/-	<p>Appeal to CIT on 30.01.2017 & letter submitted to ITO on dated 22.02.2017</p> <p>Date of hearing not yet received</p>
2016-2017	ITO /CIT	AO – order no	Hearing attended, and

		<p>ITBA/AST/S/143 (3) /2018— 19/1014604735 (1) dated 27.12.2018</p>	<p>documents submitted as per requirements</p> <p>Income tax Demand INR 23.66L</p> <p>(Not Paid)</p> <p>Appeal filed with CIT</p>
		<p>Quote:</p> <p>The DG(s) which is the Apex regular of Marine engineering in India, continues to place more onerous responsibilities on IME(I) in its endeavor and mission to regulate Maritime education in India. In fact, the DG(s) looks upon IME(I) as its partner in this noble cause.</p> <p>Assesses activities are treated as commercial in nature, the exemption u/s 11 will not apply as per section 13(8) of the IT, Similar issue, for AY 2011-12 & 2012-13 the income of the assess has been treated as business income. Where the appeal is pending before the CITA Mumbai. Therefore, respectfully following my predecessor's order and nature of activities remaining the same for this year also the other income is treated</p>	

2017-2018	ITO	as business income. Unquote various activities carried on during the year is in the nature of business. Treated as a Business Activity	Submission made and forwarded to M/s B K Khare &Co on 07.12.2019
-----------	-----	--	--

The following table lists the status of payments wrt the IT cases till 05.12.2017 _ No changes since 82nd GCM

Sr No .	Assessment Year	Demand Amount	Penalty amount	Position of Case	20% Demand amount payable	Amount Paid for Demand	Amount paid for penalty
1	2009-2010	69.96	70.04	Appeal filed with CIT(A)	14	90.3	
2	2010-11			No case	0		
3	2011-2012	71.76		Appeal to Tribunal - case date 08/01/2018	14.35	NIL	
4	2012-2013	35.79		CIT(A) has directed the AO to follow observation given by ITAT	7.16	4.7	
5	13-14	39.42		Appeal filed with CIT 11.4.2016	7.9	NIL	
6	14-15	11.16		CIT 31.01.2017	2.23	NIL	
7	15-16			No case			

8	16-17	20.27	3.38	AO	25.14	5.03	
	TOTAL (in INR .Lakhs)	248.36	73.42	Demand Payable =	70.78	100.03	0

Status of cases with the Charity Commissioner:

Particulars		Action Taken	Status
Change of Movable Properties	2007-2008	Resubmitted documents as per the advice from Advocate Mr. Sameer Gupte	Date of hearing 16.01.2020
Change of Movable Properties	2015-2016	Resubmitted documents as per the advice from Advocate Mr. Sameer Gupte	Date of hearing 16.01.2020
Immovable Property ACC-I/1575/08	IME(I) Goa, Kochi and Nerul Phase II extension	Preparation of affidavit & documentation under process – List of documents received from the advocate to resubmit the same. – it is under process	Date of hearing 16.01.2020
Changes of Trustees	2017-2019 - Change in the Governing Council from the last election i.e. council elected for the period from 1.10.2017 to 30.09.2019		Date of hearing 16.01.2020
Changes of Trustees	2019-2021 - Change in the Governing Council from the last election i.e. council elected for the period from 1.10.2019 to 30.09.2021	Documents submitted & hearing attended	Date of hearing 16.01.2020

MMD Trust :

<p>Update on the Maritime DufferinTrust: Mr. Uday Purohit informed the GC about the process of closure of the Trust as well as surrender of the land & the termination of the agreement with CIDCO.</p>		<p>29.03.2019- Visit to CIDCO officer (IV) Mrs. Bidve,</p> <p>With reference to letter of CIDCO/M(TS-I) /SF/2017 dated 28.11.2017, Executive Office (IV) Ms. Bidve madam told me that kindly reply the show cause Notice issued to you on dated 28.11.2017, and if you had already replied, then send the reminder for the same to CIDCO officer</p> <p>April 08, 2019 12:07 PM copy of the reply resubmitted Ms Bidve madam told me to follow up after 7 to 10 days</p> <p>20.11.2019 – MMD Trust – Visit to CIDCO – reference earlier visit 04.06.2019, 18.07.2019 visited CIDCO along with CMMI representative Sasikumar Swminathan Ms Bidve madam transferred to another area Met Estate Officer Mr Shinde , , he told us that they will prepare draft surrender deed and they will revisit the place/ location also(Estate officer Mr Vedpathak is on leave ill 26.11.2019)</p> <p>Next meeting date on Wed. 27.11.2019– to collect the draft surrendered deed and letter/ Notice if any demand</p> <p>16.12.2019 :</p>
---	--	---

		<p>1st meeting with Mr Vedpathak – Estate Officer. Met with Mr Vedpathak Estate officer, he said that you had issued letter to CIDCO stating agreement stands terminated, then not necessary to come and visit again. CIDCO will communicate to you.</p> <p>He said that he will study the file first then only he will react</p> <p>One photo copy handed over to the clerk to put up the MMD Trust file in his table.</p>

CD Sub Committee:

Matter	Action to be taken / Action taken
Question Bank for the DGS	<p>Mr. S Kannan will forward around 4000 questions, with answers, to the CD Sub Committee. As per the Director , Mr. Kannan about the 4000 questions and answers to be submitted to DG Shipping.</p> <p>According to him these were meant for Class IV exams and as there was no further feedback from Mr. Nayyer who was liasoning with DG shipping at that point this was treated as closed.</p>

Ex-President Mr. C V Subba Rao briefed the GC about:

1. The issues faced by IME(I) members in receiving a Professional Engineer / Chartered Engineer status.

2. Competency examinations as conducted by the Surveyors/ Examiners and the need to re-invent the process.

3. Equivalency of a MEO Class I CoC to an Engineering degree for the purposes of Marine Engineers pursuing a Master's program / higher education at a University.

Mr. Subba Rao informed the GC that requisite submissions (including Class I, IV and Class II syllabi and DMET syllabus with mark sheets) have been made to the Vice Chancellor of Mumbai University duly signed by the IME(I)President, Mr C V Subba Rao,(along with Capt. Vinod Suryavanshi, Manager Training of Fleet Management, Mumbai)as subject experts along with Capt.(Dr.) Apandkar Principal of TS Rahman, and Member of the Academic Council of University of Mumbai and Dean of the University and Principal of K J Somaiya Institute of Engineering and Information Technology, Dr. Suresh Ukarande.

The Ex-President informed the GC that a favorable outcome may be expected in respect of the Equivalency issue, recognizing MEO Class I (Motor), CoC issued by DGS or Maritime and Coast Guard Agency, UK as equivalent to a BE (Mechanical)degree from Mumbai University.

The file is pending for internal discussion within Mumbai University. No further action is required at this juncture from IMEI.

9. Change of Signatories at HO – Circulated through email

RESOLUTION NO. 83.09.01

“RESOLVED that following would be the authorized signatories under joint signature of any two, for Savings Bank Accounts and Fixed Deposits in the Name of ‘The Institute of Marine Engineers (India)’ with immediate effect, and till further notification.”

Mr Udaykumar Shivram Purohit - President

Mr –Kushal Roy - Vice President

Mr Tarun Kumar - Hon. General Secretary

Proposed by Mr B S Mathur

Seconded by Mr Y Nath

10. Change of trustees at BES : circulated through email

RESOLUTION No. 83.10.01

“RESOLVED that the following IMEI representative would be the Trustees on the Board of examination Seafarers Trust for a period of 2 years, commencing 1stOct, 2019 to 30th Sept, 2020

Mr Udaykumar Shivram Purohit - President

Mr –Kushal Roy - Vice President

Mr Tarun Kumar - Hon. General Secretary

Mr Krishna Kumar Nair

Mr S Kannan

Proposed by Mr Chitta Dash

Seconded by Mr T Girish

11.Nominations for Various External Bodies – already circulated through email

RESOLUTION NO. 83.11.01

“ RESOLVED that the following members will represent the Institute of Marine Engineers (India) on the External Bodies as detailed under for the term 2019.2021

Name of the Institute	Place	Nominee	Alternate Nominee
Bureau of Indian Standards	DELHI	President –Mr.Uday Purohit	Mr. N Sivarama Swamy
IRS Technical Committee	Mumbai	Vice President- Mr.Kushal Roy & Mr. Tarun Kumar -HGS	
IRS Classification Committee	Mumbai	Mr. V K Jain	
Institute of Maritime Studies	Goa	President –Mr.Uday Purohit	Chairman Goa Branch or Vice President (In case Chairman Goa Branch is a Faculty member of IMS Goa) Goa Branch Chairman – Mr. B S Mathur
Engineering Council of India/NCRPE	Delhi	President –Mr.Uday Purohit	Member Delhi –Mr. Ravi Sachadeva

Board of Examinations for Seafarers	Mumbai	President –Mr.Uday Purohit , HGS –Mr.Tarun Kumar Mr. K K Nair . Mr. S Kannan	Not Applicable
World Maritime Technology Conference	Worldwide	President - Mr. Uday Purohit	Immediate past President - Mr.C V Subba Rao

Note : President may appoint a suitable alternate Nominee if required

Proposed by S P Arora

Seconded by Rajiv Ramanujam

12. Formation of sub committees – circulated through email – now attached for information only:

	Chairman	Members	Members	Members
Career Development	V.K Jain	Amit Bhatnagar	B Chandakkar	T Girish
Examinations and Certification	Mr. Chandakkar	T Girish	VK Jain	Amit Bhatnagar
ALFC	Kushal	Chitta	Y Nath	Abhijit Banerjee
Publications	Y Nath	Abhijit	Kushal Roy	Chitta Dash
Admissions	K Shankar	KK Nair	Tarun Kumar	Mr. Mathew
BLFC	Tarun Kumar	Mathew	K Shankar	
(Marketing & BD)	Laxmipati Rao	T Kurian	B S Mathur	Mr Ramanujam
Benevolence	B S Mathur			
PR	S P Arora	Ramanujam	B S Mathur	L Rao
Quality	Anil Kumar	D Anand		

Grievance	CV Subba Rao			
-----------	--------------	--	--	--

Sub Committee & Branch Activity Report:

President informed the GC regarding the subcommittee activity reports which were circulated and read .Since these reports were already circulated discussion was not needed ,however subcommittee chairs requested to raise and noted or highlights any issue which were not covered /addresses in the reports.

13. BLFSC sub committee Activity report from Aug 2019 to Oct 2019 – Actual figures from 01.04.2019 to 31.10.2019 Vs Budgeted figures of 2019-2020 and proposed budget for FY 2020-2021

The following work carried out at IMEI house was reported:

- Carpet in lifts / generator AMC/ LED on IMEI Sign Board/ auto water level controller / cleaning of water tanks/meter room exhaust fans, entrance area light panel
- auto water level controller / all doors teakwood frame with polishing
- buffing of lifts doors, railing for window 3rd floor/ staircase to basement windows sliding work
- granite name plate / kitchen area weather shade/ brick work on terrace
- Terrace area (for waterproofing work - extended height of PVC pipes)
- Canteen area aluminum doors repaired/ UPS batteries cleaning and changed of terminals
- AMC of CCTV - grd floor area/ change of regulators 3rd floor rooms/
- Change of door handles of grd/ 1st and 3rd floors / meter room cables replaced short circuit
- change of MCB simulator room/ Urinal sensor repaired
- Terrace water tank extended PVC Pipe in tank/security gate PVC pipeline crimped
- Locking system for all windows including bathrooms during monsoon
- Change of wiring from security gate to water tank to- for overflow (water level controller machine)
- Tree cutting charges during monsoon as per NMMC
- Ups connection in the Board room / simulator room/faculty room 3rd floor/ 1st floor ups area /HGS cabin
- fire evacuation plans in each floor/ refilling of fire extinguisher.

- Replaced wooden beds by MS Beds 18 nos

14. CD sub committee Activity report from Aug 2019 to Oct 2019 – Actual figures from 01.04.2019 to 31.10.2019 Vs Budgeted figures of 2019-2020 and proposed budget for FY 2020-2021

PROGRESS AND PERFORMANCE OF THE COURSES:

During the period under review MEO CL.I (FG), Diesel Engine Gas Combustion Simulator course (Engine Room Simulator Management for MEO Class –I), Engine Room Simulator Management for MEO Class –II, Engine Room Simulator Operational Level for MEO Class –IV, MEO CL-II (FG) (**2 batches**), MEO CL-III (CEO-NCV), MEO CL-III (SEO-NCV) Part A & MEO CL-III (SEO-NCV) Part B & MEO CL-IV (NCV) preparatory course under STCW 2010 convention were conducted. The numbers of students having completed during the above period for the various courses is as follows:-

Name of the Course	No. of Students (01.07.2018 to 31.12.2018)
MEO CL. I (FG)	23
Diesel Engine Gas Combustion Simulator Course - (Engine Room Simulator Management for MEO Class –I)	37
(Engine Room Simulator Management for MEO Class –II)	70
(Engine Room Simulator Operational Level for MEO Class –IV)	27
MEO CL. II (FG) old batch	36
MEO CL. II (FG) additional batch	18
MEO CL. III (NCV_CEO) (STCW'2010)	10
CL. III (NCV-SEO) Part A STCW'2010	13
CL. III (NCV-SEO) Part B STCW'2010	07
MEO CL. IV(NCV)	NA
Refresher & Updating course for Engineer Officers for Revalidation of COC	13 (started on Sep.2019)
2 weeks Induction course for Naval Candidates	Nil

In the running batches the strength of student is as follows:

MEO CL. I (FG)	: 12 nos
CL. II (FG) (Old batch)	: 35nos
CL. II (FG) (New batch)	: 40nos
MEO CL. III (NCV_CEO) (STCW'2010)	: 11nos.
MEO CL.III (NCV_SEO) Part B (STCW'2010)	: 07nos.
CL. III (NCV-SEO) Part A STCW'2010	: 14nos
MEO CL. IV(NCV)	: No batch in current month

During the period under review two courses were conducted for Refresher & Updating course for Engineer Officers for Revalidation of COC & response to the course is not encouraging. Now the course is available at many institutes in Mumbai/Navi Mumbai region. However, the 4th batch we completed on 11th Dec.2019 with 13 candidates and till date we have trained 32 candidates in 4 batches.

There were no courses conducted for the two weeks Induction course as we receive very few isolated enquiries for the same. As per the DGS guidelines for conducting a course we should have 25% candidates of the approved intake capacity.

After getting the approval for Engine Room Simulator course, we have successfully completed 10 batches of ERS Management level and 6 batches of ERS Operational Level and trained 106 & 33 nos students respectively.

Efforts are being put to run the classes smoothly and effectively. Especially, for MEO CL.I experts from the industry are being called for delivering lectures on their specialized subjects, which is very much beneficial for the students and the students are also appreciating the efforts of the Institute. Same is also being done for class II FG course. We are also requesting our senior members and old examiners to take the MOCK Oral sessions for MEO CL.I (FG) and MEO CL.II(FG) candidates and to guide them how to deal with the oral examination at MMD. Tutorials are also being arranged to clear their doubts and discuss the MMD question papers for the benefit of the students.

1. Development of New Courses

During the period under review the Engine Room Simulator (Management Level) for MEO Class I course was developed and submitted in the DGS site (online) for approval.

After the verification of the proposal; the inspection was carried out on 14th Nov. 2019 by the MMD surveyor & some observations were given by him. We have now complied all the observations online; out of which one observation was the faculty members teaching in

simulator have to undergo TSTA course; which we have to comply within a month as an undertaking has been given by us to the DGS.

2. Assistance to Maritime Administration:

- I. Since June 2017 MMD is sending the answer scripts in the name of the concerned examiners not to the IME(I) Panel. However, answer scripts are being delivered at IMEI House, Nerul. After we receive the Papers from MMD; the examiners are being informed by us and concerned examiners collect the papers from us and returning to us after the evaluation. Subsequently, MMD collects the answer scripts from IME(I) after the completion of evaluation. There no remuneration received by the Institute for the same since June 2017. During the period under review 427nos. answer scripts have been evaluated by the Panel members.

- II. Our faculty members are also going for Oral examinations as external examiners. Faculty members are also being trained for evaluating written answer script by the senior evaluator as desired by the DGS.

3. Knowledge Sharing Sessions(Saturday Sessions):

Institute has started a knowledge sharing session for the benefit of sailing Marine Engineers/Marine Faculty teaching at various institutes. These sessions are being conducted in the last Saturday of each month. The first session was conducted on September 2016. Till now we have conducted 35 sessions on different topics. Response to all the sessions is very encouraging. This is also appreciated by our in house students. The next knowledge sharing session will be conducted on 28th Dec.2019.

During the period under review 03nos knowledge sharing sessions on different topics were conducted at IMEI House for enhancement of knowledge of Faculty members and students

4. Quality system

Our present QMS certificate is valid till 14th June 2021. You will be pleased to note that our 2nd surveillance audit was completed on date 10th April 2019 without any non-conformity, observations.

5. CIP (Comprehensive Inspection Programme):

As per the DGS Order 23 of 2014 our Institute was subjected to CIP. CIP inspection was carried out by the Lloyds Register Asia and awarded the highest grade "A1" i.e. "Outstanding".

Renewal inspection of CIP was carried out on 18.06.2019 and Grade A1 i.e. "Outstanding" was maintained. Now the Certificate is valid till 21st June 2021. The annual inspection is due on May 2020.

6. Faculty:

We have 8 fulltime faculty members including the Director & Dy. Directors.

1. Mr. Rajesh Malhotra- Director - M.E.&T.
2. Mr. M. S. Pal- Dy. Director- M.E.&T.
3. Mr. Vikram Gokhale – Dy. Director- M.E.&T
4. Mr. U. S. Singh- Faculty
5. Mr. Rajeev Valunjkar – Faculty
6. Mr. Rajeev Wad – Faculty
7. Mr. A.Shukla –Faculty (joined on June 2019)
8. Mr. Manteshwar Kumar-Faculty (joined on Aug.2019)

Mr. Manteshwar Kumar joined as Full time Faculty in August. 2019. We have allotted him some lectures in MEO Cl.III (NCV-SEO) Part B and he is handling some tutorial classes for MEO Class II too. Apart from the preparatory courses he is being put in the ER simulator course (for Management Level -MEO Cl.II& Operational Level –MEO Cl.IV) as and when required. We are planning to put him for MEO class I at least for one or two lectures.

7. **TOTA/VICT/ERS Course:** Encouraged by us our faculty members completed their 11 days TOTA/VICT as required by DGS.

- i. Mr. K.S.Pokharia
- ii. Mr. Sandeep Kumar

As per DGS requirement Engine Room Sim(Management Level) course:

- i. Mr. Manteshwar Kumar

8. Career Counseling:

Career Counseling is provided promptly. Telephonic enquiries & emails are attended there and then and DGS Website is monitored to provide latest information to prospective candidates, parents etc. Post course counseling is provided to our ex-students and the MMD exam center is kept in touch on day to day basis.

15. Examination and certification sub committee Activity report from Aug 2019 to Oct 2019 – Actual figures from 01.04.2019 to 31.10.2019 Vs Budgeted figures of 2019-2020 and proposed budget for FY 2020-2021

- Next NCV Examination is planned from 18.01.2020
- NCV Examination Room Shifted in August from Simulator room to Room No. 101.

- Contract between MTT and IME (I) about supporting the TAB based Examination extended. Previously it was till September 2019. Now they have extended beyond September till further advice.
- It has been observed that questions are being repeated in every alternate month examination and sometimes even in the same paper. Eduquity has responded saying they have modified their algorithm to ensure this is not repeated. It has also been decided to upgrade existing Question Bank.
- Details of the candidates who have appeared for Tab Based exam from 29/11/2016 to 31/10/2019 are given in the attachment
- DGS Audit was done on 29.10.2019 (report is attached) - following points were observed and action is being taken
 - External Examiners were not DG approved – We have forwarded documents of all examiners for approval to DG.
 - Detail NCV Examination Procedure was not in QM (Quality Manual) - NCV Examination procedure has been prepared and forwarded to MR, for inclusion
 - Procedures for control, monitoring, update of question bank are inadequate. - In progress
 - No procedures for monitoring vendor (Eduquity) - These are being discussed

Period August 2019 to October 2019

- Total Students Appeared for Examination are = 72
- Total Answer script Used = 247
- Total Paper Based = 38
(NCV CL. III Part A , NCV CL. III Part B and NCV CL. IV) Machine Drawing Etc

Period November 2016 to October 2019

- Total Students Appeared for Examination are = 764
- Total Answer script Used = 2387
- Total Paper Based = 389

(NCV CL. III Part A , NCV CL. III Part B and NCV CL. IV) Machine Drawing Etc

16. Publication and Editorial Board sub committee Activity report from Aug 2019 to Oct 2019 – Actual figures from 01.04.2019 to 31.10.2019 Vs Budgeted figures of 2019-2020 and proposed budget for FY 2020-2021

- Social media to be included in ORP with terms of reference
- Withdraw obsolete publication
- Circulation of MER complimentary list to be reviewed

17. Public and international sub committee Activity report from Aug 2019 to Oct 2019 – Actual figures from 01.04.2019 to 31.10.2019 Vs Budgeted figures of 2019-2020 and proposed budget for FY 2020-2021

Refer ATR

18. Marine Consultancy sub committee Activity report from Aug 2019 to Oct 2019 – Actual figures from 01.04.2019 to 31.10.2019 Vs Budgeted figures of 2019-2020 and proposed budget for FY 2020-2021

No Such activity

19. Admission Membership sub committee Activity report from Aug 2019 to Oct 2019 – Actual figures from 01.04.2019 to 31.10.2019 Vs Budgeted figures of 2019-2020 and proposed budget for FY 2020-2021

Out of total 11993 subscribing members- 2711 are student members & 3923 are graduates. Hence corporate members are just about 5359 only – too low a number for comfort.

Annual intake of student members abysmally low – need critical focus from gc members from branches on this.

Status of “subscriber members” that has been inactive and had sought for the same to be revived as a source of additional income.

Organization / parties / corporate sponsored members are called “subscribing members”.

President considered this suggestion by Mr. Vijendra jain as pertinent and requested the dept to look into the same and come up with suggestions / recommendations.

Note: any member who is a subscriber is known as a subscribing member

Recommendations

Have studied matter and consider following recommendations prudent.

Such applicants sponsored by companies may be termed “sponsored members” since they are company sponsored members & not individual members.

Such applicants will be termed as “sponsored...grade...member” of appropriate grade.

Grade of membership as per applicant’s qualification / experience / shall be in compliance with article 3.0.

Sponsor fee structure as follows:

Fee / year / applicant – 30,000/

Fee / year for 2 applicants - 40.000/

Fee/yr/ for 5 applicants- 1,00,000/

2,00,000/ contribution will entitle company sponsored 5 nos. Applicants to enjoy membership for 2 years

GC suggested that the membership sub committee should send the above proposal for review along with the criteria , Benefits and Guidelines

20. ALFSC sub committee Activity report from Aug 2019 to Oct 2019 – Actual figures from 01.04.2019 to 31.10.2019 Vs Budgeted figures of 2019-2020 and proposed budget for FY 2020-2021

Refer ATR :

It was suggested to the Branches that they should submit the quarterly report to the HO as per the format along the Tally data. The subcommittee Chairman and Branch Chairman / treasurer should be responsible for continues monitoring of P&L .

21. Grievance Cell:

Immediate past President Mr C V Subba Rao reported that no grievance were received during the review period.

21A Quality sub committee Activity report from Aug 2019 to Oct 2019 – Actual figures from 01.04.2019 to 31.10.2019 Vs Budgeted

Management Review Meeting was held at HO on 13th of March 2019.

The External Audit were carried out as following:

Pune and New Delhi - 28th March 2019,

Kochi 29th March 2019 and

Mumbai - HO 10th April 2019

Quality Management System amended in the month of April and May 2019 after last amendment in December 2018.

Activity report being collected regularly, and the response period is improving, however communication from all chapters need improvement.

External and Internal, Needs & Expectations of interested parties, Action to address risks & Opportunities and Quality Policy

MRM action plan and follow up: Feedback and grievances improvement is not up to the expectation

22 :Selection of Chairman of Benevolence Fund –circulated through email :

RESOLUTION NO. 60.22.01:

“RESOLVED that 1. Mr. B S Mathur, Chairman of the Goa Branch, is elected as Chairman of IMEI Benevolence fund Board.

ii) IMEI Benevolence Fund Board members are: Chairmen of Mumbai Branch, Kolkata Branch, Pune Branch, Chennai Branch, Delhi Branch, Kochi Branch, Goa Branch, Vishakhapatnam Branch and HGS

Proposed by : Mr V K Jain

Seconded by Mr Anil Kumar

22A :Benevolence fund Chairman – presentation

Report on Benevolence Fund: period ending October,2019

Mrs. Sadhana Singh, wife of late Mr. S P Singh, AM 5726 approached us for a grant under the Benevolence fund of the Institute and as per resolution No. 35/36.01 dated 27.05.2009 ,Master PP Singh, gets a relief towards reimbursement of tuition fee of INR 1000/- per month and INR 2000/- per year for other school expenses till completion of schooling (XII standard) which together means a scholarship of \NR 14000/-for a period of 14 years. During this year IME(I) paid INR 14000/- from the Benevolence Fund. She has been paid Rs.14000/- (Rs.12000/- for fee @ Rs.1000/- per month + Rs.2000/- per annum for school uniform etc, for the year 2019-20.

Donation of INR 20 Lakhs received from Ocean Sparkle during this financial year 2018-2019 and INR 15 lakhs in the year2017-18.

An assistance of INR 1.25 lakhs per month from December 2017 is being provided to Mr. Sunil Hemant Wadgaonkar for his treatment & import of certain specific medicines. Subsequent to his commencing work as a faculty at a training institute the relief amount has been reduced to INR 1 lakh effective July 2018.(INR 6 lakhs paid during FY 17-18, INR 13 lakhs paid in FY 2018-19, and INR 7 lakhs paid during FY 19-20 so far.).

Smt Rashmi Nagpaul ,wife of Mr. Rahul Nagpaul, who passed away on 15 November 2017, requested support from IME(I)'s Benevolent Fund. Mr. Nagpaul is survived by his wife and two daughters aged 12 & 3.

SmtNagpaul ,subsequent to undergoing an IT course, is now employed part time on a job and was placed with assistance from IME(I). Her children's education is now being supported with the grant of INR 10,000/- pm, approved in July 2018, which will continue till the complete their graduate studies. Annual payment made INR 1 Lakhs in the month of August 2018 and INR 5000/- paid towards computer training expenses. INR 1,25,000/- was paid for the FY 2018-19) . She has been paid Rs.1,20000/- for the year 2019-20.

Mr. Pradip Kumar Biswas , was undergoing chemotherapy of the stomach/ liver and multiple myeloma is being supported from Benevolence fund to an extent of INR 1 Lakh every month from August 2018 to Dec 2018 initially and will be revived in Dec 2018. Rs. 8 lakhs was paid during the year 2018-19) and from April 2019 to AUG 2019 Rs. 5 Lakhs was paid. Since Mr. Biswas has sadly passed away, this payment has now been stopped.

BALANCE ON 1/11/2019 ----Rs. 64,28,575/-

Resolution No. 60.22A.01:

Resolved that the circulated review / status and the activities of the 59th Benevolence Fund Committee meeting is hereby approved.

Proposed by Mr. Abhijeet Banerjee

Seconded by Mr. V L Rao

We are paying 1000 and 10000 respectively. Last couple of years we are paying for the education.

Actual expenditure on payment of fees of Mrs. Sadhana Singh son's Master P P Singh and Mrs Rashmi Nagpaul daughters is to be reimbursed after receipt of their proof of payment on actual Expenditure on education which they incurred. We have not received any direct request from them, Benevolence fund chairman will discuss the same and will revert.

23 . Mumbai Branch Activity report from Aug 2019 to Oct 2019 – Actual figures from 01.04.2019 to 31.10.2019 Vs Budgeted figures of 2019-2020 and proposed budget for FY 2020-2021

The Chairperson of the Branch submitted the activity reports for information to GC

Proposed Activities for the next 6 Months:

It shall be the endeavor of the Branch and its Chapters to hold regular technical presentations and talks.

It can be seen from the above Activity Report that the Mumbai Branch has been active on all fronts, in propagating the aims and objectives of the Institute, and would continue to do so.

The proposed activities for the next 6 month includes starting of value added courses, proposed students chapter, benevolent activities, social activities, enhance membership and branch growth, use of Technology to enhance Branch activities, tie-up with Technical Institutions of Repute, Indian Navy and other organizations etc., and representation of the Institute on matters that concern Maritime / Engineering organized by other reputed entities.

The Executive Committee would like to express their gratitude and thanks to all the members for their co-operation, support and guidance.

24. Pune Branch Activity report from Aug 2019 to Oct 2019 – Actual figures from 01.04.2019 to 31.10.2019 Vs Budgeted figures of 2019-2020 and proposed budget for FY 2020-2021

The Chairperson of the Branch submitted the activity reports for information to GC

Proposed Activities for the next 6 Months

One Technical Meeting every three months.

25. Goa Branch Activity report from Aug 2019 to Oct 2019 – Actual figures from 01.04.2019 to 31.10.2019 Vs Budgeted figures of 2019-2020 and proposed budget for FY 2020-2021

The Chairperson of the Branch submitted the activity reports for information of GC

Use of Plastic has been banned in IMEI House. Notices have been put requesting Guests staying in rooms not to bring / dispose plastic in the premises.

26. Chennai Branch Activity report from Aug 2019 to Oct 2019 – Actual figures from 01.04.2019 to 31.10.2019 Vs Budgeted figures of 2019-2020 and proposed budget for FY 2020-2021

The Chairperson of the Branch submitted the activity reports for information to GC

Agreement signed with HIMT for conducting “Marine Technovation” as an Annual Seminar jointly by HIMT and IME(I) Chennai Branch.

Follow up on Membership matters.- Mails were sent to unpaid members to renew their membership highlighting the benefits in IMEI and the training institutes were also requested to encourage their cadet students to upgrade their membership as soon as they pass out and join shipping career. The reduction in the student membership is being investigated

Proposed Activities for the next 1 Year.

- A. Enhancing Membership forthwith,
- B. Conduct of Ex-Meeting every month 3rd Friday.
- C. 17th December 2019 – Technical Meeting
- D. 15th February 2020 – Annual Seminar (Mariners Nite)
- E. 17th March -2020/ Paper presentation competition (Prize distribution @NMDC)
- F. 23rd June 2020 / Seafarers Day
- G. 18th August 2020/ Technical Meeting
- H. 05th October 2020 / Marine Technovision Joint collaboration with HIMT as per MOU.

27.Vizaq Branch Activity report from Aug 2019 to Oct 2019 – Actual figures from 01.04.2019 to 31.10.2019 Vs Budgeted figures of 2019-2020 and proposed budget for FY 2020-2021

The Chairperson of the Branch submitted the activity reports for information to GC

1. Building construction – All the drawings, permissions and legal opinion were sent to BLFSC/ HGS. President advised to send the feasibility report in EXCEL Sheet to proceed further. Preparation of feasibility report is in progress.
2. Andhra University has requested for a donation of Rupees Ten lakhs for the development of library of Marine Engineering Department as the university is increasing the strength of the students.
In this connection, this is to bring to the notice of GC that the facilitation centre/branch office premises was handed over to our institute Visakhapatnam Branch in June 2016. All these days we have not paid rent, electricity and water charges. If we had hired any other place, it would have costed more than rupees 7 lakhs for the last 42 months. Hence this request of the university may be considered.

28. Kolkata Branch Activity report from Aug 2019 to Oct 2019 – Actual figures from 01.04.2019 to 31.10.2019 Vs Budgeted figures of 2019-2020 and proposed budget for FY 2020-2021

The Chairperson of the Branch submitted the activity reports for information to GC

Proposed Activities for the next 6 Months:

- 1) Annual Technical Paper Meet-4th January 2020 & Annual Dinner Meet 1st February 2020, both are to be held at Princeton Club, Kolkata
- 2) Endeavour is being made to make the ISCO 2020, a grand success.
- 3) We intend to hold one technical paper meet every month

29.Delhi Branch Activity report from Aug 2019 to Oct 2019 – Actual figures from 01.04.2019 to 31.10.2019 Vs Budgeted figures of 2019-2020 and proposed budget for FY 2020-2021

The Chairperson of the Branch submitted the activity reports for information to GC

30.Kochi Branch Activity report from Aug 2019 to Oct 2019 – Actual figures from 01.04.2019 to 31.10.2019 Vs Budgeted figures of 2019-2020 and proposed budget for FY 2020-2021

The Chairperson of the Branch submitted the activity reports for information to GC

31. Consolidated Budget -

ALFSC chairman presented the consolidated collateral Budgets and informed GC about the Training is our most primary objectives and training has made a loss of 5 lakhs, Large expenditure of BLFSC various repairing about 42 lakhs building and waterproofing area, , regular expenditure of BLFSC 4. 5 Lakhs, due to loss of FC centre many of the Branches have made losses.

Income from Interest from FC & Mutual funds about 40 lakhs so even after getting of Income from interest deficit of 24 Lakhs in the first 6 months reported, Proposed deficit around 50 lakhs for the current year.

Towards need of CA and continuous account data capturing Mr Vijendra Jain informed about the we had couple of year back introduced ofTally program in all Branches and should have to maintain online by each Branch, and if this the case we don't have to call for figures from each Branch and the Branches may maintain accounts on daily basis.

Vice President also briefed GC about the continual monitoring is the key word to feel pulse and should be done immediately and it is the responsibility of the Chairman of the sub committees and Chairman of the Branch. Subcommittee Chairman / Branch Treasurer bring about the change immediately instead of waiting for the 6 months.

Each branch must take the responsibilities to find out the leakages themselves. They should know the where the leakages.

The forecast proposed budget for the year 2020-2021 surplus of about 61 lakhs after considering taking in account the interest of 80 lakhs. GC suggested to present Last 2 years figures with the projected budgeted 2020-21 .

Resolution No 83.31.01

Resolved that the summary of consolidated Budgets for the FY 2020-2021 are hereby approved

Proposed by : Mr Y Nath

Seconded by V K Jain

32. Update from ex –officio nominees from external Bodies (including BES) – IRS, BIS, ECI, IMS, WTTC (circulated through email)

(GC was updated with the outcome of the meetings attended)

33. Update on Maritime Museum Dufferin Trust(circulated through email refer ALFSC ATR)

34. Approval of drawn resolutions: will be circulated along with the minutes

35. Resolutions proposed, matter for discussion and any other mater with permission of the chair:

35.01 Proposed resolution:

The MER shall be distributed to its members - both corporate and non-corporate through e-version only. It can also be downloaded through i-connect and the website. Corporate members desirous of continuing to have hard copies of the MER may write to the HGS requesting the same.

1) Reason for it's introduction:

- a) The MER is a free publication to its members, and IME(l) is bound to circulate it every month. It is not mandatory to do so by print format.
- b) Currently 3900 copies of the MER are published which costs INR. 2 lakhs per month this can come down to INR 65,000 per month by printing only 800 copies.
- c) The intention is to print the MER for distribution to VIP's and those companies who purchase copies in bulk, besides members who request hard copies.
- d) The price for a printed copy of the MER for 800 copies will increase to INR 80 per copy.
- e) The need to go digital is on two counts
 - 1) To become environmentally friendly
 - 2) As a cost saving measure.
- f) The money thus saved will be utilized to build an App for the MER so that readers can have a much-enhanced reading experience.

- g) There is a concern that advertisers could see a reduction in print as a negative step. However, they can be convinced otherwise with added incentives e.g. free ad on IME(l) website as compensation.

Comments/ discussion / review were received as under:

- To identify & review the list of complimentary copies of VIP. Branches requested to update the same.
- MER printing cost estimated at Rs. 14 lakhs for 3750 copies per month.
- At Present MER selling cost @ 50/- per copy, however cost of Printing of 800 copies is around 90/- and all printed copies will be sold and if the members wish hard copy they may buy it. The selling price is Rs. 90/- is proposed.

Resolution passed by GC on above proposal as below:

Resolution 83.35.01	
Resolved that the MER shall be distributed to its members - both corporate and non-corporate through e-version only. It can also be downloaded through i-connect, the website or suitable E-media.	
Corporate members who are desirous of continuing to receive hard copies of the MER may write to the HGS or administration IME(l) requesting the same.	
MER hard copy becomes optional and will be provided to members, only on written request basis.	
Further resolved that the selling price of MER should be equivalent to the Printing cost plus actual postage charges etc. The revised cost shall be finalized by the Publishing Committee.	
Proposed by Mr K Shankar	Seconded by Mr V K Jain

35.02 Proposed resolution:

All resolutions which are placed before the General Body for approval (by the office bearers on behalf of the Governing Council) shall be circulated to all corporate members at least two weeks prior to the AGM.

Corporate members will then be allowed a 15-day window during which they exercise their vote to accept or reject a resolution on a secure e-voting platform. The results of each resolution whether approved or not shall be read out in the ensuing Governing Council Meeting.

Reason for it's introduction:

- a) The resolution proposes to give all corporate members a say in the conduct of the affairs of the Institute.
- b) Currently only those corporate members who are able to attend the AGM are eligible to vote. Generally, it is observed that not even 5% of the corporate members attend the AGM.
- c) With technology available it is now possible for every corporate member to exercise his vote on resolutions proposed by GC.
- d) This will bring greater transparency into the functioning of the Institute. This practice is widely followed by all corporate today and will ensure better governance.

Comments/ discussion / review were received as under:

General

- Only Standard norms / resolutions already passed by GC were to be proposed and to be included in the AGM Notice. These can be assessed, and the members may pass through e voting and the number of responses from the E voting plus physically attending members vote will be counted along with response from E voting.
- At the time of process of AGM meeting if something comes up at the time of Annual General meeting then such matter can also be considered on merit basis.

GC principally agreed to go ahead with the proposal and suggested that legal opinion may be taken, CS procedure may be drawn ,the resolution should be re- worded and any further work done to be circulated to GC.

Further actions required:

- 1) IME(I) shall contact reputed CS to draw up the procedure for e-voting of resolutions at the AGM.
- 2) Articles of Association, section 22 will require amendment. We shall take the assistance of the lawyers to do so.
- 3) These will be presented to the GC at the next meeting prior to the AGM of 2020.
- 4) If the final draft is approved by the GC in August 2020, the same will be presented to the ensuing AGM for approval and will be enforced from AGM of 2021.

Proposed Resolution 35.03

1. Proposed resolutions:

Reports for the AGM shall not be printed and posted to members henceforth. They shall be available on our website at least three weeks prior to the AGM.

2. Reason for it's introduction:

- a) Every year thousands of sheets of papers are printed and posted to members. In this technology era it is a waste of resources, not eco-friendly and does not speak well of an organization that portrays itself as a learned body.
- b) The cost of printing and distributing these reports is around INR 2 lakh every year.
- c) This is also in line with Govt policy to reduce paper and is being followed by most Corporates.

GC Comments / Review / suggestions:

- President informed that he checked with legal opinion and it is acceptable to the Charity Commissioner point of view.
- Soft copy of the AGM is to be distributed by all available means.
- Those members who desire to receive hard copy, they will get hard copy on written request.

Resolution No 83.35.02:

Resolved that the reports for the AGM shall not be printed and posted to members henceforth. All such reports shall be available on IME website and intimated via mass mail and all other available means at least three weeks prior to the AGM.

Members who are desirous of continuing to have hard copies of the AGM Notice may write to the HGS or administration IME(I) requesting the same.

Proposed by Mr Y Nath

Seconded by Mr S P Arora

Further actions required:

- a) Since the Articles do not specify how the report of the AGM is to be circulated, adoption of the resolution in the ORP is sufficient.
- b) Inform members by mass mail about this change in method of communication and have printed notice in the MER in the month of June, July and August 2020.

Proposed Resolution 35.04

1. Proposed resolutions:

- a) Council elections, from the year 2021, at head office and branch level shall be held through e-voting only.

2. Reason for it's introduction::

- a) Currently we print approximately 8000 nomination forms with Annexures for the Council elections which are held every two years. Only 15 to 20 nomination forms are returned, the rest paper being wasted.
- b) Similarly more than 8000 copies of ballot papers are printed and posted every year of which not more than 1000 are returned.
- c) Election process starts in December and January, a full nine months prior to the election results being declared and only 14-15 months after the new office bearers have taken charge.
- d) The system at best is extremely inefficient and not eco-friendly. Further once the election process starts it diverts the attention of the office bearers and GC from the tasks of Governing the Institute.

It is therefore proposed that the entire process be made electronic. Nomination forms can be downloaded from the website and returned to the polling officer who can then publish the CVs' of the contesting candidates on the website.

- a) The window for e-voting can be a 15-day period in the 1st week of August so that result can be declared by the last week of August, giving the incumbent President and Branch Chairmen sufficient time to plan their term which commences on 1st October.

Comments / discussion/ review on the above resolution is as under:

- Options for ballot paper on request will be allowed with sufficient window period to respond to voting.
- A detail procedure may be drawn to cover the entire mechanism for the E-voting/Paper voting.
- The such change is recommended to be gradual.

Resolution No 83.35.03:

Resolution No 83.35.03:

Resolved that the Council elections, from the year 2021, at head office and branch level be held through e-voting. The option of voting through ballot papers will also be available for members. Those members desirous of continuing to have paper Ballots, may write to the Election officer requesting the same at least three months in advance.

The election process in principle remains the same as per the current ORP.

Nomination forms can be downloaded from the website and returned to the polling officer who can then publish the CVs' of the contesting candidates on the website. It is noted that with only the e voting option, the entire election cycle may be condensed substantially.

Election timelines will be decided based on the no. of members opting for paper ballots. A campaign will be run promoting the change to e Voting.

To implement these changes amendments are required to the Articles of Association and ORP. These shall be presented for adoption at the G C which precedes the next General Body meeting. It can then be put up for approval by the General Body meeting in September 2020.

Initial notice of the entire process of election should be intimated to the members through mass mail, I-connect and IME(I) website.

The above proposal was accepted by more than $\frac{3}{4}$ th of GC members present.

Proposed by Mr V K Jain

Seconded by Mr V L Rao

Further actions required:

May place amendments that are required to the Articles of Association and ORP for adoption at the G C which precedes the next General Body meeting in September 2020. It can then be Propose for approval by the General Body.

Resolution 35.05:

1. Proposed resolutions:

Restructuring of the management structure of the Institute.

The Governing Council, President and Vice President shall be elected as is being done today.

- a) The post of the HGS be made redundant
- b) The Management of the Institute be placed in the hands of professional managers headed by a CEO
- c) The CEO shall report to the President who in turn reports to the Governing Council.

2. Reason for it's introduction::

- a) The Institute requires full time attention under professional managers if it must survive and grow and fulfil its aspirations of becoming a highly competent and technology driven organization.
- b) The current system of Honorary office bearers running the Institute is a concept which is not efficient.
- c) Most organizations including Charitable trusts have professional managers (CMMI, BES, BIS etc)

Comments / discussion/ review on the above resolution is as under:

- CEO/CAO has to report to the President and responsible head of the training and answerable to the GC, if necessary by GC/office bearers
- Training department must report to the CEO.
- The present systems should not be diluted, and structure should not be disturbed,
- Without disturbing existing set up of the Hon. Office Bearers post it is good suggestion to appoint CEO.
- CEO may primarily focus on Six Month visions, report on monthly basis, make responsible to P & L and Due to growing demand of the INSTITUTE, more marketing, consultancy focus on drive.
- HGS informed that the existing systems/ software / infrastructure and the existing available resources need to be reformed. Roles and responsibilities have to be re-defined in our ISO Manual; support system is still lacking.
- CD SC Chairman responded as below :
Agree with CEO, if felt necessary by GC/office bearers.
No reason mentioned for disbanding of the HGS in the adjacent write up? Completely disagree with the disbandment of the post of HGS due to the following:
 1. Unwanted radical change, ignoring the very basic principle of governance on which the MOA has been formulated and functioning effectively for the last 4 decades.
 2. It will lead to undue pressure on a future President as he will have to think for the IMEI in addition to monitor what the CEO is doing, which as per the current structure is the job of the HGS.
 3. HGS is the reporting Trustee and this post should remain with a person in an honorary capacity rather than a paid employee. Informatively, CMMI has a Secretary (in addition to a CEO) and in the case of the BES the CEO is generally swapped by the various pools of the different Trustees. This is likely to happen in our institute as well, if implemented. (It has happened in the past as well)
 4. Concentration of power with one person - the President, is dangerous for the functioning of the Institute as it can lead to wrong decisions being taken, due to no checks and balances.
 5. As our system is designed, the Presidents are not supposed to be involved in the day to day functioning of the IME(I). They are supposed to be senior patrons and we should

maintain respect for their seniority.

6. Replacement of the HGS by a CEO (paid employee) is a rash/regressive step, given the fact that the experiment of having a paid employee in a managerial position has failed in our Institute twice before.

7. The President should remain the constitutional head only for guidance, monitoring and advice.

Resolution: 83.35.04

Resolution: 83.35.04

Resolved that the restructuring of the management structure of the Institute as under:

The Management of the Institute shall be placed in the hands of professional managers headed by a CEO .The CEO will be responsible for overseeing training activities and will oversee Institutes affairs on a daily basis ,as well review the reports from the Branches chairmen.

CEO Key deliverables will be decided on aspects of administration, arranging/overseeing Finance of IME functions, marketing and consultancy by the GC and President.

The Governing Council, President, Vice President and HGS shall be elected as is being done currently. With the proposed changes, the roles and responsibilities of all office bearers are to be reviewed and to be decided.

The CEO will report to the President who in turn reports to the Governing Council.
The above proposal was accepted by more than ¾ th of GC members present.

Proposed by Mr K Shankar

Seconded by D S Anand

Further Actions required:

Shall draw up changes required to the ORP and the Articles and present it to the Governing all office Bearers roles and responsibilities is to be reviewed and Exact roles and responsibilities to be decided.

Estimated cost impact and proposal for new Organogram to be made/assessed by Council before the next Annual General meeting.

The proposal can be put to vote at the next AGM.

Proposed Resolution 35.06

1.0 Proposed Resolution:

It is proposed to withdraw the Hostel Facilities on the second floor of the IME(I) House with effect from 31st March 2019 in a phased manner. The vacated area shall be converted to Classrooms

2.0 Reason for it's introduction:

1. With much cheaper accommodation available outside, our occupancy is dwindling
2. We are in a business - hotel services- for which we have no competence
3. The accommodation/ hostel services are losing close to 3~4 lacs every year
4. The area could be utilized for conducting Training Classes, which is the need of the future.

Comments / discussion/ review on the above resolution is as under:

CD SC Chairman advised partial restraint due to the following:

1. The CD Com should have classes planned out and there should be a need for this space. As CD chair I do not see that need in the immediate future. As and when the need arises, we can look at it/do it slowly.
2. Need to consider the 'human' angle. - i.e. we are providing a service to the students by providing space for them to stay close to their study place at a subsidized cost.
3. There may be a loss of revenue by evicting the students from the IMEI campus.
4. We can be different from the numerous other training institutes not offering/bothering about providing accommodation to students, if we have the resources to do so.

Further Action

BLFC shall propose a budget for converting hostel room to classrooms. This will be circulated to the GC for approval.

A committee made incorporating ALFSC chairman, CDSC chairman and HGS to assess the business case and feasibility of above proposal.

Proposed Resolution 35.07

Topic: White Papers, Memorandum, Representation etc to Govt. Officials arising out of deliberations at Seminars and Conferences.

It is noted that Govt Officials who attend Seminars and Conferences organized in the name of IME(I) often seek a white paper or minutes of the proceedings of the seminar deliberations. The organising Branch shall prepare the necessary documents and present it to the GC for approval. The document shall then be presented to the concerned officials under the name of the President, who is the Presiding Officer of the Seminar/ Conference.

Reason: This is a clarification of the rules to prevent papers being submitted by organizers of seminars without GC approval.

Comments / discussion/ review on the above resolution is as under:

- White paper, which represents Institute views on certain subject should go through GC approval. However, No such policy shared with paper has been till now has been shared with any Govt body or Third party.
- The paper which was shared subsequent to events organized by IME(I) was merely technical notes and summary to the events.
- Branches can submit the summary of the reports to the Govt Bodies or third Party.
- The difference between summary, proceedings and a white paper –A white paper is an authoritative report which is originated from IME(I). It is giving the recommendations of IME(I) or solutions suggestions proposed by IME(I). But, when giving a summary of proceedings it is somebody else's report. It is just collation of the whole proceedings and given to Govt body or interested party. It need not necessarily be the opinion of IME(I).

Resolution: 83.35.05

Resolved that after any Conference or Seminar conducted by the Branches, white papers which are requested by any Govt body based on the deliberations at the Conference or seminar be circulated to the GC for approval. The White paper will then be forwarded to the Govt body under the seal of the President of the Institute.

A white paper does not mean or include the summary of action/events and Technical aspects of any presentation conducted at the seminar or conference. A white paper is by definition one that is related to Policy matters and vision of IME.

Branches can submit the summary of the reports to the Govt Bodies as needed with information to Head Office.

Proposed By : V K Jain

Seconded by B S Mathur

Proposed Resolution 35.08

Topic: Under Awards: To introduce a section for Awards by Branches

Recognizing that several members contribute significantly at the Branch level and may never be recognized by the IME(I) HO, it is proposed that Branches be allowed to honour such members who have served the Branch with dedication. These awards will be called the 'Meritorious Service Award' . The award will consist of a plaque and a shawl.

The awards shall be decided by a Jury appointed by the Executive Committee of the Branch and be presented at any appropriate occasion by the Branch Chairman.

Comments / discussion/ review on the above resolution is as under:

- Award shall be easily distinguishable from IMEI lifetime Achievement awards.
- Branches wishes to give awards should not use similar name as Lifetime Achievement Award or award already in distribution by IME(I).
- Branches can give awards to a member and will apprise HO for information and if award is given to the Nonmembers / organization then Branches have to take permission from the HO.

Resolution: 83.35.06

Resolved that any award conferred to any industry/ institute or outside members by Branches should be approved by the GC.

The objective is to avoid duplication of award names and establish uniformity in award distribution on IME(I) platform across India.

Recognizing that several members have served the Institute with dedication and distinction at the Branch level and may not receive recognition at the HO level, it was decided that Branches may honour such members by conferring upon them the "Exemplary Service to Industry" award.

Proposed by Mr Abhijeet Banerjee

Seconded by Mr Y Nath

Resolution: 83.35.07

Financial Assistance to Marine Engineering Students:

With reference to earlier 71 GCM item no 5 at present the Institute has instituted 12 scholarships, each of the value of Rs. 25000/- per year for 11 needy students and 1 Girl student (inclusive of 4 nos from HIMT) , the guidelines for distribution of which are maintained by the CD sub Committee

1. Following is the eligibility criteria for this financial assistance.

Sr. No.	Course Duration	Should have completed
a	One Year (GME)	At least 6 months of course
b	Two year (DME)	Completed one year
c	Four Year	Should be in final year

2. Income of the parents should not exceed Rs. 3 lacs per annum.

3. Should have passed examinations conducted by the Institute, thus far, both internal and external, in the first attempt.

4. Student should be a Member of IMEI(I)

Proposed by Mr B Mathur

Seconded by Mr Mathew Koshy

GC Comments and discussion:

Selected on the basis of financial status, academic performance, recommendation of the head of the training institute and equity).

(i.e. the scholarships are given in reverse order starting with the lowest family earning at the top, after the criteria of family income less than 3 lakhs is met).

It should be a need based.

Proposed Resolution : E net Banking facility

Resolution : 83.35.08 E net banking

Under Extracts of the minutes of the meeting of the Board of Trustees / Members of the Managing Committee of The Institute of Marine Engineers of India held at IMEI House, Plot no. 94, Sector 19, Nerul East, Navi Mumbai 400 706 on 21 DEC 2019.

Resolved that the Institute of Marine Engineers of Individual of the Corporate Net Banking service provided by IDBI Bank Ltd. for the account no. 244104000013165 Cust. ID 4864608 maintained at Nerul Branch, and the Trust do accept such terms / conditions and regulations as laid down by IDBI Bank Ltd. for the purpose.

Resolved further that the following officials be and are hereby authorized to apply to IDBI Bank Ltd. for and on behalf of the Trust / Society / Club and to operate the aforesaid account through I-Net Banking provided by IDBI Bank Ltd.

Name	Designation	Role	Limit
Dnyaneshwar Shetkar	Manager	Maker	Upto 1 Crore
Akanksha Gawde	Executive Officer	Maker	Upto 1 Crore
Tarun Kumar	Hon. General Secretary	Approver	Upto 1 Crore
Kushal Roy	Vice President	Checker	Upto 1 Crore
Uday Purohit	President	Checker	Upto 1 Crore

***Mode of Operation – One Maker, One Checker, One Approver.**

Resolved further that the Mr. Tarun Kumar, Mr. Kushal Roy and Mr. Uday Purohit officials be and are hereby authorized to jointly on behalf of the Trust do all such acts, deeds and things necessary, and to execute all such documents as are necessary in connection therewith and to operate the said accounts in the name of the Trust using the aforesaid facilities and to accept and adhere to all the terms and conditions as contained in the application form and on the website www.idbibank.com and comply with all other formalities as prescribed by IDBI Bank in the regard and agree to all such changes and modifications in the said terms and conditions as suggested by IDBI Bank Ltd from time to time.

Resolved further that the above mentioned authorized officials are allowed to transact on the account using the I-Net banking services provided by IDBI Bank Ltd. subject to a daily transaction limit of Rs.1,00,00,000/-(One Crore Rupees) else (default daily transaction limits as provided by the bank may apply).

The Trust does agree to hold IDBI Bank Ltd. harmless and their interest protected on account of it executing such instructions by the above authorized officials in the manner provided and to intimate the bank in case of any change in the authorized officials.

Resolved further that Mr. Tarun Kumar, Hon General Secretary be and is hereby authorized to furnish a copy of the aforesaid resolution to IDBI Bank Ltd. and to do all such acts, deeds and things as may be necessary to give effect to this resolution.”

Certified that the above is a true copy of the resolution passed on 21 DEC 2019 by the Governing Council Meeting of The Institute of Marine Engineers (India) and that it has been entered in the usual course of business in the minutes book of the Trust and signed therein by any of the Trustees / Members and is in accordance with the trust deed / society deed and Bye Laws.

(Proposed by : Mr Y Nath

Seconded by : Mr B BChandakkar

Proposed Resolution:35.11: Investment Proposal

Proposed that further to the Resolution of 79th GCM 79.8H.01 dated 20 & 21st July 2018, the GC permits the ALFSC to make additional investment of INR 1 Cr in the Mutual Fund / Debt Equity and other financial instruments which are approved by the Charity Commissioner.

The nature of these instruments & the quantum of investment shall be determined & reviewed by the ALFSC.

Reason for it's introduction:

Earlier Investment made in Various Mutual Funds has yielded return on investment @ 12%.

Resolution No . 83.35. 09:

Resolved that further to the Resolution of 79th GCM 79.8H.01 dated 20 & 21st July 2018, the GC permits the ALFSC to make additional investment of INR 1 Cr in the Mutual Fund / Debt Equity and other financial instruments which are approved by the Charity Commissioner.

The nature of these instruments & the quantum of investment shall be determined & reviewed by the ALFSC.

Proposed By Mr S P Arora

Seconded by K Shankar

Further Action

shall invest a further investment of Rs. 1 Crore in various for better rate of return.

Proposed Resolution :Revision of Membership ship Fees and existing structure :

Revision of Life membership fee structure proposed sighting reasons of existing membership fee structure which seems not justified especially from perspective of Students and Graduate members.

Further to above revision of Membership fees in the existing structure is also sought.

Resolution No 83.35.10 :

Resolved that with reference to resolution No 74.36.20.01 the GC approved the revised life membership fee structure from the existing table of fee structure as shown as under subject to further approval from the next AGM.

EXISTING MEMEBERSHIP / LIFE MEMBERSHIP FEE STRUCTURE

	Subscription	Processing Fees	Life Membership Fees	Transfer Fees	Total Fees is to paid including GST	Membership Limited upto
Grade				Upto Fellow grade	At the time of submission of application	
Student Membership	500	100			708	Will be limited for a period of Six months after completion of their training
Student to Graduate Members	1000	100			1180	Graduate member shall remain as Graduate Members for a period of 5 years. After this period the membership shall lapse, unless

						renewed
Direct Graduate Member	1500	100			1888	Graduate member shall remain as Graduate member for a period of 5 years . After this period the membership shall lapse, unless renewed
Graduate Life Member		100	5400	6400	14042	
Associate Life Member		100	5400	4800	12154	
Associate Member Life Member		100	5400	3200	10266	
Member Life Member		100	5400	1600	8378	
Fellow Life Member						

**PART II – ANNEXURE P 2.01 & 02 – PPROPOSED LIFE TIME FEES
(ANNUAL SUBSCRIPTION DISPENSED WITH)**

FEES	STUDENT	STDNT TO GRAD	DIR.GRAD.MMBR	GRAD . TO ASSOCTE	ASSCT TO AS.MMBR	ASS.MMBR TO MMBR	MMBR TO FELLOW
-------------	----------------	----------------------	----------------------	--------------------------	-------------------------	-------------------------	-----------------------

SUBSCPN	500	N.A	N.A	N.A	N.A	N.A	N.A
	100	100	100	100	100	100	100
TRANSFR	N.A	1000	1600	N.A	N.A	N.A	N.A
L.MMBR	N.A	5400	5400	+-->1600	+--->1600	+----->1600	-+---->1600
G.S.T.	108	1170	1278	306	306	306	306
TOTAL	708	7610	8378	2006	2006	2006	2006

Resolution No. 83.35. 11:

Resolved that in recognition of the services and contribution rendered by Late Shri P.C. Jain to the marine fraternity in general and to IME(I) in particular, the P.C. JAIN MEMORIAL Awards instituted from 2020.

It will be named as the 'P.C. JAIN MEMORIAL STUDENT AWARD for the best Technical paper' with Cash Prize of Rs. 10000/- each (maximum 2 candidates)

Proposed by ...Mr V K Jain..... Seconded byMr Y Nath

Resolution No. 60.22A.01:

Resolved that the circulated review / status and the activities of the 59th Benevolence Fund Committee meeting is hereby approved.

Proposed by Mr. Abhijeet Banerjee

Seconded by Mr. V L Rao

A list of 346 New members and 21 nos. Transfer of Grade were presented to the GC and ratified.

Additional matters and Point of discussion:

1.Group Insurance for Employee at HO & Branches

A need for insurance cover for contractual employees or as the case may be is proposed apart from the emoluments already being paid to them.

GC suggested ALFSC to get quote / proposal from the Insurance companies for group Medical insurance for HO as well as branches employee.

2.Academic equivalence of COC's.

1.Academic equivalence of COCs.-Many of our members desire to acquire additional qualification after obtaining their Class I COC. This includes management, law, education, insurance etc. Courses are conducted by Universities and the entry qualification is a degree in any field. Though the knowledge level is high, the COCs are not recognized as a degree.

Appointments in Engineering colleges, polytechnics or even ITIs require a degree in Engineering. It is therefore necessary that IMARE(I) should take up this issue with the ministry of education through the ministry of shipping and get official recognition of the COCs as a degree or post-graduation.

Point covered under CD ATR.

2. Courses useful for shore jobs.-Now that we have good training facilities, we should conduct short time specialized courses in the following fields: Cost and Accountancy for ship building and ship repair industry. Office management and Labour Regulations. Insurance and loss assessment.

These courses have to be recognized by an appropriate authority.

Matter forwarded to CD sub Committee for necessary action

3. Association and services with/from ISF

1. Advisory services to suggest inclusion of equipment which will make the COC programs more effective. (No cost to IMEI except recognition of ISF as Knowledge and Excellence Partners)
2. Assessment of academic processes at the institute by way of an audit every 6 months; two man days needed for each audit. (Cost INR 25000/- per auditor man day plus expenses and taxes)
3. Implement a faculty continual improvement and certification program based on **Continual Faculty Development and Certification Standard** developed by ISF. This program would entail:
 - a. Delivery of the 2 days facilitation workshops for faculty teams every 6 months = 8 man days (two facilitators per workshop). (Cost INR 50000/- as institutional fee per workshop day plus taxes)
 - b. Monitoring of faculty's performance and submissions for approving them for certification at various grades. (Scope to be discussed but annual cost per faculty is expected to be in the region of INR 15000/- plus taxes)
4. Installation of HELMS (Holistic Education and Learning Management System), a web application at IMEI which will support enhanced faculty performance during delivery, ensure effective feedback by students and co-faculty providing a 360deg evaluation, etc. (Software platform at INR 600000/- as annual charges for complete setup)

New Streams for Revenue:

1. **Value Addition Courses:** Include new engine models in the current simulator, other equipment and develop, delivery value addition courses.
 - a. Advisory related to suitable engine models or other hardware. (No cost to IMEI except recognition of ISF as Knowledge and Excellence Partners)
 - a. Course development – PPTs, handouts, animations, videos, etc. (development cost would depend on the scope of the training programs. Typical costs are in the region of 4-5 lakhs per program excluding any animation work)
 - b. Course Delivery – ISF Faculty deployed to conduct the course (Cost INR 50000/- as institutional fee per course day plus taxes)
2. **E – Learning Courses:** Partnership for Online learning programs
 - a. ISF already has an elaborate platform for e learning courses www.ispelearning.net . IMER can partner to jointly market the existing courses and also develop new courses. Suitable sharing of fee can be discussed and formally established.
3. **Distance eLearning Programs and E TAR Books:**

- a. ISF already has a well-developed system for offering onboard distance learning programs for TMEs and ETOs. Both parties can further collaborate to seek approval from DGS for electronic TAR Books for various levels of trainees and certified engineers for marketing in the industry.
-

Comments/suggestion: E-learning courses of ISF, Value addition Simulator course and E TAR Book - This idea earlier was proposed but could not be progressed further because of the cost involved. Can be reviewed.

Matter forwarded to CD subcommittee for necessary action

4:Association with “Virtual Guru”

“VIRTUAL GURU” has been engaged by DGS towards conduct of common online exit examination for all STCW & Modular courses.

Requested association with IME(I), on continuous basis to over below scope of work:

1. To vet the existing question bank. Correct / delete the question or answer if it is wrong.
2. Add more questions to improve the standard and to cover the entire syllabus / competences as per IMO.
3. Segregate these questions in Easy, Moderate & difficult levels.
4. Total requirement of 2000 questions for each course
5. Continuous upgradation with 3 months intervals.

Remuneration:

As decided by your board.

Matter forwarded to EC sub Committee for necessary action

5.Grievance Redressal procedure

The Grievance Cell procedure in the ORP to be amended as per below.

Reason for it's introduction:

i)The current grievance procedure addresses only grievances related to Membership issues.

ii) It is recognized that a Member may have a grievance of any of the following natures :

- a. Grievance regarding the functioning or activities of the Branch he / she is attached to
- b. Grievance regarding the functioning or activities of the Institute
- c. Grievance regarding the functioning and activities of the Governing Council or any of the sub - committees except for the Grievance Cell
- d. Grievance regarding the Office bearers
- e. Grievance concerning any other member

iii)When the Grievance redressal procedures were framed, it was felt that the current procedures are sufficient. However, with the IMEI having grown to a considerable extent, a need is felt to cover other grievances which were earlier not anticipated or addressed.

iv)The Institute wishes to be completely transparent and afford opportunities to all Members to express their grievances, which may be of issues other than Membership related.

Proposal for Grievance redressal:

Any Member who has any grievance relating to the functioning or activities of the Branch to which he/she is attached, should first write to the Chairman of the Branch with a copy to the Branch Honorary Secretary. If the Member is not satisfied with the response from the Branch Office Bearers, then he/she can write to the President with a copy to the Honorary General Secretary, who can either refer the matter to the Governing Council if it involves a policy decision, or to the Grievance Cell for all other matters. All complaints should be sent along with supporting documents.

The Grievance Cell shall in the event the Complaint is referred to it regarding Branch functioning / activities constitute a team and it shall be headed by the Immediate Past President together with one or of two or more Fellow Members nominated by the Governing

Council, to look into the matter. One of the Fellow Member shall be designated as the Team Leader.

The aggrieved Member, in his letter of grievance, can suggest up to three names of Fellow Members with whom he/she has no family relationship nor official relationship, who may or may not be from the concerned Branch. The Grievance Cell shall invite one such Fellow Member to join the team.

The Team shall be free to look into the matter in whatever way it considers fit, but must be fully guided by the Institute's Memorandum of Association, Articles of Association, Branch Rules, Benevolence Fund Rules and the Operational Rules & Procedures, all as applicable. All documents needed by the Team, will be made available by the Grievance Cell, together with all support that it may require to look into the grievance.

The individual members of the Team must not divulge the proceedings of the Team to any one personally. The leader of the Team shall submit the report to the Chairman of the Grievance Cell and the decision of the Team shall be final. Chairman, Grievance Cell shall convey the decision of the Team to the Governing Council, and thereafter to the aggrieved party.

The Team may, if they so wish, decide to provide counseling to the aggrieved party. Apart from giving its decision on the grievance, the Team can also suggest to the Grievance Cell, any changes in the procedures adopted that it considers important, for reference to the Governing Council for its due consideration for later inclusion in the Operational Rules & Procedures. However these suggestions, as and when accepted by the Governing Council, shall be applicable in future only and shall not affect the proceedings of the grievance under consideration.

If the complaint is regarding Membership matters (ie. b above) , then the Member should write directly to the Honorary General Secretary, who can similarly refer the matter either to the Governing Council if it involves a policy decision, or to the Grievance Cell for all other matters.

All documents needed by the Grievance Cell will be made available by the Office Bearers / employees of the Institute , together with all support that it may require to look into the grievance.

The right of any member to raise a Grievance is irrespective of whether the member is carrying out any duties for the Institute on an honorary or remuneration for the services rendered basis. In the event the Member is in the employment of the Institute , additionally the relevant laws applicable as well as the terms of employment are to be taken into consideration during the grievance redressal process.

All grievances are concerned as Non – conformities and recorded as per the Quality procedures adopted by the Institute. All grievances may be raised within a time period linked to the 'retention of records' within the Quality procedures.

GC Comments / discussion/ review on the above is as under:

- Someone questioning the authority of the governing council who will address that? If he is a member but not an employee, he has got the right to address it to the President, copy to the Past Presidents and copy to all the GC members. I hereby lodged an official complaint and an inquiry has to be held for me where I felt I am not being treated diligently as per the rights of the IME(I) member.
- If there's a complaint against the functioning and activities of the governing council, it is not one member; it is a collective group now.
- Then there's only recourse left to the member is to serve a notice before the Annual General Meeting and to tell the President that it needs to be brought up for discussion at the Annual General Meeting and if the general body beside says governing council acted out of conduct it should be dismissed . But the governing council as whole is irresponsible then only the general body can take it.

GC suggested that the above proposal is to be circulated to all GC for their review and comments

Matter For Information

IMEI should introduce the souvenir/ mementoes to presented to the speakers

Renaming of the Auditorium - There is no further update, Mr C v Subba Rao met two weeks ago at London.

Future WMTC at Mumbai / Chennai—Mumbai Branch requested for Host WMTC event in Mumbai. official letter on this matter yet to receive & noted.

36.Venue for next GC / AGM: To be finalized via Email circulation and communicated in due course.

37. Any other matter with the permission of Chair:

The GC Members observed a one-minute silence as a mark of respect and prayer for Mr A T Joseph who has passed away on dated 21Dec 2019.

ORP Changes:

With all resolutions passed summarized here under Changes in the ORP will be made and reviewed.

Feedback –

- Dress code for GC – Jacket / IMEI Tie,
- GC meeting documents – Shall be collected and shared 15 days prior for detail review
- Travelling arrangement – One Tempo Traveler instead of 3 to 4 taxi
- Documents should be shared in Google sheet / google drive / cross reference with AOA/ ORP,

The meeting ended with vote of thanks to the Chair.

The Vice President Mr. Kushal Roy thanked all the members and contributors who had enabled the smooth proceedings of the GC.

-----End of MoM-----