



FINAL MINUTES OF THE 84th IME(I) GOVERNING COUNCIL MEETING

84th GCM Agenda

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Time		Agenda	
	1	One Minute silence to our deceased members	
	2	President's Welcome Address	
	3	Adoption of Agenda for 84 th GC - By Circulation	
	4	To grant Leave of Absence – By Circulation – Mr Abhijit Banerjee , Mr V K jain	
	5	Adoption of Minutes of 83rd GCM - By Circulation	
	6	Summary and update at Institute and Way forward for the Institute post Covid 19 lockdown, Social distancing norms feasibility.	
	7	Impact on Proposed Budget FY 2020-201 due to COVID 19update	
	8	Reduction in expenses at HO and other Branches & proposed means of income generation.	
	9	Brief update of all SC.	
	10	Update on External Bodies	
	11	ORP changes and proposed changes in article due to resolution passed in 83rd GCM	
	12	Fixing of Next GCM date	
	13	Any other matter with the permission of the Chair	
	14	GC members Feedback /Question answer to office bearers	
	15	Close with vote of thanks: Vice President	

Attendance

84th Governing Council Meeting held through Google Meet link on 05 May 2020				
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	CMDE BHUPESH TATER	Hon Secretary Nominee of Mr V K Jain MUMBAI	HON. SECRETARY	P
5	MR. Y. NATH	MUMBAI	GC MEMBER	P

6	MR T GIRISH	MUMBAI	GC MEMBER	P
7	MR. CHITTA DASH	MUMBAI	GC MEMBER	P
8	MR. V. LAKSHMIPATI RAO	VISAKHAPATNAM	CHAIRMAN	P
9	MR. DILSHAH SINGH ANAND	VISAKHAPATNAM	GC MEMBER	P
10	MR. THOMAS KURIAN	KOCHI	CHAIRMAN	P
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	CMDE A RAVICHANDAR	DELHI	CHAIRMAN	LOA
15	MR. S.P. ARORA	DELHI	GC MEMBER	P
16	MR. RAGHAVAN RAMANUJAM	DELHI	GC MEMBER	P
17	MR. AMIT BHATNAGAR	KOLKATA	CHAIRMAN	P
18	MR. ABHIJIT BANERJEE	KOLKATA	GC MEMBER	LOA
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

2. Welcome address by the President:

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

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 died since the last GC meeting, namely Mr Sankar Chakraborty,

3. Adoption of Agenda:

The previously circulated Agenda for the 84th GCM was adopted by the GC.

4. Granting leave of absence:

Leave of absence was granted to GC members who had conveyed their inability to attend the GC Meeting. CMDE A Ravichandar, Mr Abhijit Banerjee , Mr V K Jain Nominated CMDE Bhupesh Tater (Hon Secretary-Mumbai Branch).

5. Adoption of Minutes of 83rd GCM:

The GC members adopted the Minutes of the 83rd GC which were circulated earlier via Email with the following amendments in the resolution No 83.35.10

Resolution No 83.35.10 :

Resolved that with reference to resolution No 74.36.20.01 the GC approved the proposal of increased the Life membership fee by 10% (which is not put in the present 83rd GC).

6. Summary and update at Institute and Way forward for the Institute post Covid 19 lockdown, Social distancing norms feasibility

All premises closed; only local security guards are working with their 8 hrs duty.

With the growing threat of the Corona virus, Institute took the following measures to prevent its spread at IMEI

1. Cancelled all technical meetings and seminars across all Branches till lockdown
2. No meetings to be held in the IME(I) auditorium by third parties until lockdown
3. Vacated all Hostel rooms

7.Impact on Proposed Budget FY 2020-201 due to COVID 19 update:

The ALFSC subcommittee presented the estimated overall impact on the yearly budget because of cost cutting & reduction in cost on certain expenses/ and non-generation of income for April / May and upto June month, the overall throughout the year.

8. Reduction in expenses at HO and other Branches & proposed means of income generation. :

ALFSC Chairman Mr Kushal Roy explained on the various expenses of HO level which is going to reduce / cost cutting in and till the lockdown period due to COVID 19. He presented GC, the estimated earnings due to cost cutting from the various heads of expenses and losses of Income during the lockdown period. He also mentioned that the legal opinion obtained for certain reduction in cost cutting / expenses such as reduction on wages on administration/ training staff salary above 25000 and deduct up to 50% of consolidated wages per month for the all Faculty staff and the same decision was agreed and accepted by the faculty members as well staff administrative and training staff.

Proposed alternative means of Income Generation:

Institute has applied for permission to run virtual classes and the charging of fees for online classes

- Proposed a fee hike
- To develop online Module Training Courses with the quality of the contain to be developed with the guidelines / Syllabus / requirement of no of teaching hours of full time and visiting faculty, a small knowledgeable persons committee should be formed with includes the names of Mr B Ramesh from Chennai and Mr Rajiv Ramanujam from Delhi
- 2nd floor hostel to be utilized for running of classes and Research & development center etc
- Starting a new course for FG Class IV which does not require DG approval.
- To start the fresh batches online. The two challenges are document verification system and issuance of certificates.

- The 3-day course with Mr. V. K. Chandrashekar on Materials, Inspections, Welding and NDT.
- Discussion with Kongsberg for virtual simulators and depending on indication from DG we have to pursue this with Kongsberg.

9. Brief update of SC:

Sub Committee's Chairman updated reports are as under:

ALFSC:

A.I Tax Cases:

AY 2009-10, 2011-12, 2012-13 – ITAT decision – Restore Back to CIT instead of AO

AY 2013-14, 2014-15 2015-16 & 2017-18 – Appeal filed with CIT

on similar issue, for A.Y. 2011-12, 2012-13, 2013-14, 2014-15, & 2016-17 the income of the assessee has been treated as business income wherein the appeals are pending before the CIT(A), Mumbai. Therefore, respectfully following the previous orders and nature of activities remaining the same for this year also the other income is treated as business income.

To take the process of income-tax matters forward we appointed Bhuta Shah & Co LLP in place of M/s B K Khare & Co.

Meeting was held on dated 10.03.2020 in IMEI House with Bhuta Shah & Co to prepare a list of all the pending appeals before Id. CIT (Appeals) with full details, to seek an early appointment with the CIT official.

Also meeting was held on dated 13.03.2020 with Mr V K Jain, one of his colleagues Ex Sir Commissioner of I Tax, Mr Karthik Natarajan of Bhuta Shah & Co, one of the existing Commissioner of I Tax office, President and HGS to understand the IMEI I tax cases. They gone through our documents which were we submitted to AO / CIT & Tribunal and they will going to come back with the proper suitable suggestion after the lockdown is over.

Mr Satti Arora suggested name of Mr Tarun Kapoor Income tax official.

B . I Tax Demand – 343.45 Demand Payable 89.90 – Paid 119.05 (includes payment made Rs. 19.02 lakh towards AY 2017-18 on 20.02.2020)

C. Charity Commissioner Cases - Will be updated only after COVID 19 lockdown

D. MMD Trust - President updated GC, about the recent visit made to CIDCO office and the Estate Officer informed us that henceforth IMEI personal visit to CIDCO is not necessary; they will inform IMEI if required

E. Group Medical Insurance to HO / Branches staff – 2 proposals received and forwarded to HGS / VP for finalization.

F Additional & restructure of Investment from lower rate to higher rate –

- 09.03.2020 Investment in UTI Treasury advantage Fund 25, 00,000/-
- 10.01.2020 HDFC Ltd 1 crore @ 7.45% upto 10.10.2022
- 04.01.2020 PNB Housing Finance Ltd 1Croe 76 Lakhs 8.20% for 3 years

- 06.01.2020 PNB Housing Finance Ltd 78 lakhs @ 8.10% for 3 years
- 10.01.2020 LIC Housing Finance Ltd Rs 1 Crore @ 7.50% for 3 years

BLFSC:

Solar power – 30Kw – Closed for 2 yeas

Marking of Car parking area: Quotation received – not yet finalized

1. Parking Marking with epoxy paint with primer 20@ 1356/- = 27300/-
2. Patti2” Reflective tape pati, Material PVC – 20@ 1162/-= 23250/-

Reduction in power consumption –All wooden doors of ground /first / second and third floors classrooms/ cabins/ offices / auditorium permanently fix through proper alignment of hinges, filling up of gap by fixing wood, to provide adequate sealing of individual rooms.

Vizag Branch: Building construction – Preparation of feasibility report is in progress. – The Preparation is under process

PR Committee –

Fresh Video Film -To make a fresh video giving all the details about our Institute along with a short clip of our IMEI Goa holiday home. Finalization of basic write up showing objective and USP of the Institute.

Also suggested to include the 2-minute interview from Past President Mr B Saraswat

Standardized the gifts to the dignitaries at Technical Meetings / Seminars etc. - A small flowerpots were purchased and sent to HO.

Improvement of quality of displays at exhibitions and fairs - Firms in Bombay or Delhi to be contacted.

Find out the possibility of financial support from overseas to see if they are permissible as per the law of the country.

Quality sub Com

Management Review Meeting was held at HO on 12th of March 2020.

The IRQS Audit– till lockdown opens

Quality Management System amended in the month of April 2020 after last amendment in May 2019.

Activity report - all chapters need improvement.

MRM action plan and follow up by process owner (*All Branch and chapter Chairmen /department heads*):

The set objectives have to be set by process owners and forwarded to quality for record and monitoring.

Risk and opportunities to be identified by all process owners for their area of operation.

Feedback and grievances reporting are not up to the expectation.

Next MRM would be part of one of the GC meeting.

To review following documents:

- External and Internal,
- Needs & Expectations of interested parties,
- Risks & Opportunities for the organisation and
- Quality Policy.
- GC recommended to keep at least 1 hr for the MRM in the next GC meeting

CD

AA) Feasibility /withdrawal of Hostel Facilities on the second floor of the IME(I) House
Recommend withdrawing the hostel. May be considered for to be used as startup center for members (virtual office), Research and Development center/ half of the portion for using classrooms etc

BB)Academic equivalence of COC's. – There is no further update on this, as the University is not actively taking up issues other than the most essential ones, in this current lockdown.

CC)Association and services with/from ISF

The discussions so far do not seem to be in favor of tie up with ISF at present.

DD)Value Added Courses.

Class IV, Autonomous ship, Polar Code, LNG (Gas fuel), authorization from other flags for courses, NCV for other flags (BIMS)

EE)Distance E-Learning Programs and E TAR Books.

E learning has already started. E TAR books can be taken up on priority

FF)President informed about the Director has resigned due to the deduction introduced under COVID 19 situation and financial burden leading to complete loss of income during the

lockdown period. However complete admin and faculty staff has welcomed the move and supported management decision in full heartedly.

HGS informed about appointment of New Director Training - Present Deputy Director Mr Mohan Singh Pal will be Director (In Charge) till we decide alternative.

At present online lectures / Technical meetings are conducted through Zoom paid account subscription to 2 host and 1000 participants (large meetings) with and objective to keep candidates and faculty engaged.

Finalization of online platform for lectures is in process of finalizing and negotiations are on.

Discussed with Maersk lines for utilizing our simulator to run an ERM /EER course for them. CD had given them a commercial proposition.

EC –

AA) Association with “Virtual Guru” : “VIRTUAL GURU” has contracted IME(I) to cover 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.
3. Segregate these questions in Easy, Moderate & difficulty levels.
4. Total requirement of 2000 questions for each course
5. Continuous upgradation with 3 months intervals.

Due to COVID 19 activities related with Question bank has stopped.

There is also a DGS circular stating that all STCW exit exams henceforth will be online and shall commence after lockdown. In view of same there has been no communication from Virtual guru and there is no one to coordinate from their office. Hence no further courses were sent for vetting as well as new question bank preparation. He has assured all this will be regular as soon as he is able to get his office functional.

IMEI have a contract with Eduquity for conducting the online NCV examination. There was an issue were questions were being repeated sometimes even in the same paper. Director had tried to have this sorted out but the ILET solution is and to enhance the question bank.

Publication and Editorial Board Sub Committee

AA)

Matter	Action to be taken / Action taken
Conversion of the soft copy of the MER from a static publication to a dynamic one giving links to pages from the “Contents” page	3 proposals have been received, which are being reviewed by the Hon. Editor, who will revert after new meetings with the vendors and submitting a quote comparison.
Digitalization of IME(I)Publications	Will be taken up after digitalization of MER
Update of database of membership -	This is not being done by the Publication Committee

with addresses and their email, contact nos. through the outside agency by obtaining the quotations	
Link in website for question & answer bank.	Mr. Mathur is preparing the answers and has already prepared some. Task has been delayed as he was not well.

BB)

- Withdrawal of obsolete publication: Have been submitted for review. Reply awaited.
- MER complimentary list review: Have been submitted for review. Reply awaited.

CC) Action taken on Resolution 83.35.01

Refer 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(I) requesting the same.

MER hard copy becomes optional and will be provided to members, only on a 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.

Action taken or Action to be taken: Already implemented

DD) Action taken on Resolution No 83.35.02:

Refer 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.

Action taken or Action to be taken: A suitable e-Circular shall be sent by HO to all the Members, informing them regarding the above revised policy. Thereafter, AGM Notice and reports can be uploaded on Website and circulated through iConnect & mass mailing.

IMEI iConnect – It was decided the subcommittee to look forward to find out the reality of usefulness of available features and benefits of the existing IMEI iconnect facility to the members.

Admission & Membership Sub Committee

Chairman of the Subcommittee informed GC about ratification in the minutes of the 83rd GCM to include 10% hike in membership fee structure proposed/discussed / agreed and which was circulated to all GC members to implement the same with immediate effect.

Following will be presented to GC prior next GC meeting when SC discussion is taken up in detail.

- Annual subscription from henceforth cases to exist and the respective clauses in the ORP/AOA will be deleted and
- Only lifetime's membership up to the grade of eligibility shall be henceforth applicable as per the revised fee structure.
- Practice of charging applicants with fee up to fellow member grade shall be dispensed with immediate effect.
- Admissions/ membership dept to be paperless is a work in progress and shall be finalized when matter is taken up for detailed discussion by next GC meeting. Hence dept can continue their present task taking note of rise in 10% fee structure for immediate implementation.
- The staff will be guided on this by chairman SC / VKJ/ KKN as and when required.

Grievance Cell:

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

Benevolence Fund

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 & Rs. 17000/- paid for the year 2020-21 in April 2020**

Donation of INR 20 Lakhs received from Ocean Spark.le during this financial year **INR 20 Lakhs 2019-20** INR 20 Lakhs 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 12 lakhs paid during FY 19-20 and INR 1 Lakh in April 2020.**
- 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.
- Smt Nagpaul ,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.1,20,000/- for the year 2019-20 & Rs. 1,50,000/-paid for the year 2020-21 in April 2020**

- 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 Sept 2019 Rs. 6 Lakhs Lakhs was paid. Since Mr. Biswas has sadly passed away, this payment has now been stopped.**

Fund Highlights:

- BALANCE ON 01.04.2019 Rs. 77, 88,921/-
- Donation received in March 2020 Rs, 20, 00,000/-
- Interest received during the year – Rs. 4, 26,383/-
- Payment made during 2019-20 Rs. 19, 34,000/-
- Balance as on 31.03.2020 –Rs. 82, 81,304/-

GC suggested the existing guidelines / procedure of the Benevolence Fund is to be reviewed and need to be updated

10. Update from ex –officio nominees from external Bodies (including BES) –

GC was updated with the outcome of the meetings attended and the changes in the Nominations for External Bodies in ECI.

Mr Rajiv Ramanujam and Mr Vicky Malhotra names included in the alternate nominees.

Eminent Engineers Award – President updated about the declaration of Eminent Engineers award of this year was as under:

Awardees Selected by Jury for this year are as under:

1. Shri Mukesh Ambani, Chairman, Reliance Industries, in the Industry Category
2. Ms Dr. Tessy Thomas, Director General is the Aeronautical System, DRDO, in the Research/ Consultancy Category

BIS – Meeting attended by Dr N Sivaram - 21st meeting of TED 17 on 27th January at IRS Mumbai Powai.

BES :

Surplus Funds with BES lying in the corpus:

President updated GC about the accumulation surplus lying in the BES trust approx 7 Crore and IMEI /CMMI trying to get the funds as a donation 50:50 with the chance of payment of 30% tax authorities subject to the grounds treating as commercial income to the IMEI.

Funding from BES trust – President informed GC that IMEI will try to take financial support from the BES Trust for conducting an International Shipping Conference (ISCO) on 26, 27 and 28 November 2020 at Science City, Kolkata. The theme is ‘Maritime Sustainability: Global Opportunities’. ESCO 2020 of IMEI Kolkata:

11. Updated & Changes in ORP:Circulated for information

12. Fixing a date for the next GC: Next GCM date 20th June 2020.

13. Any other matter with the permission of Chair:

Following informed and updated to GC:

Status of Donation towards PM Care Fund – President updated the figures of collection of PM Care from the IMEI members – Rs. 934534/-

Maritime 2030 vision highlights and IME(I) participation in the same informed.

Appointment of CEO – President will rewrite the Job description and circulate the same for review

Sub Committees Meeting through Video Conferencing – President suggest conducting the Sub Committee meeting once in 2 months.

Nomination towards NMDCC Varuna Award and Award of Excellence: After elaborate discussion it was decided that for this year Mr R C Bhavnani name is to be proposed to submit for the Excellence award.

Insurance cover protection of our seafarers as per MS act a note should be forward by President to CMMI.

CMD SCI meeting: President updated about the CMD SCI meeting and the discussion which was already circulated through email on 2nd March 2020

15. Vote of thanks: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 Google meet link meeting.

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

