



**Final MOM for the 88<sup>th</sup> GCM – 29<sup>th</sup> May 2021 held through Google meet link**

**88<sup>th</sup> GCM Agenda – Online – Date 29<sup>th</sup> May 2021**

Date	S. No	
Time		Agenda
1000 Hrs.	0	One Minute silence to our deceased members
	1	President welcome address
	2	To grant leave of absence – by circulation
	3.	Adoption of Agenda for 88th GC – by circulation
	4.	Adoption of Minutes of 87th GCM – by circulation
	5	Proposed Consolidated Budget for the FY 21-22 for GC approval
	6	Activity Reports from the Branches and subcommittees and external bodies – by circulation

	7	Management Review Meeting	
	8	Establishing allegations of bias and of interfering in the election process against the Chair by Mr VK Jain.	
	9	Future course of action in the case of the legal notice sent by Mr KK Saxena to Mr V K Jain.	
	10	To review/remove the Rule 7 from ORP which permits co-opting members to the EC	
	11	To appraise GC that the sole contestant for the post of HGS for 21-23 will be transferred out of Mumbai.	
	12	Any other matter with Permission of the Chair	
	13	Close with vote of thanks: Vice President	

Attendance

88<sup>th</sup> Governing Council Meeting held through Google meet link on 29<sup>th</sup> May 2021

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 V K Jain	Mumbai	Chairman	P
5	MR. Y Nath	MUMBAI	G C Member	P
6	MR T GIRISH	MUMBAI	GC MEMBER	P
7	MR. UPENDRA KUMAR	MUMBAI	Vice Chairman ( Nominee of Mr C R Dash)	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



## DRAFT MINUTES OF THE 88<sup>TH</sup> IME(I) GOVERNING COUNCIL MEETING

---

### 1. Welcome address by the President:

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

### 2. Adoption of Agenda:

The previously circulated Agenda for the 88<sup>th</sup> GCM was adopted by the GC.

### 3. Granting leave of absence:

Leave of absence was granted to GC members who had conveyed their inability to attend the GC Meeting. CMDEA Ravichandar and Mr. Abhijit Banerjee.

### 4. Adoption of Minutes of 87<sup>th</sup> GCM:

The GC members adopted the Minutes of the 87<sup>th</sup> GC which were circulated earlier

Resolution No. 87.04.01

“RESOLVED that the minutes of the 87<sup>th</sup> GC meeting, as presented, are approved.

Proposed by Mr B S Mathur &. Seconded by Mr S P Arora

## 5. Proposed Consolidated Budget for the FY 21-22 for GC approval

ALFSC chairman presented the consolidated collateral Budgets and informed GC about the highlights related to changes regarding the reduction in income and the containment of the expenditure in spite of the net negative from that of the last year such as an unexpected gain from the Mutual Funds, offsetting the expenses, reduction in the income from various sources but finally the institute showed profit in the last year due to cost-cutting measures.

The proposed budget for the FY 2021-2022 the income is Rs. 5 crore 51 lakhs and the expenditure Rs. 5 Crore 28 Lakhs with the net surplus Rs. 24 lakhs without taking the assumption and allocation of income from the Mutual funds for the proposed Budget of FY 21-22 .

Without taking Rs. 80 lakhs income from Mutual funds into account, the net surplus is Rs. 43 lakhs. Current year the Income generating department i.e. membership and CD with training department had made a surplus of Rs. 20 lakhs and 8 lakhs respectively.

The recommendation for the future is that we have to take away the capital funds both income arising out of interest as well as expenditure made out of the Capital Expenditure under a separate budget and so that the heading do not mix up with the operational expenses to identify and to show the net gains from the individual subcommittee as well.

Confirmed that all Branches budgeted figure incorporated 'asis' including Goa Branch Budget as per the email sent by them on 18<sup>th</sup> FEB 2021 and also confirmed about the installation of Tally software to all Branches in the earlier year i.e. 4 to 5 years back with the every year renewal.

HGS informed GC for sake of action and control, the initiative step taken for improvement for consolidation of the entire accounting system to open the centralised Branch Bank account under one corporate ID through e-banking from Axis and HDFC Bank, for which the forms were sent to all the branches and chapters to fill up and the same is to be submitted to the head office for further action as both the banks have the option of importing the data from their backend.

GC suggested each subcommittee and the Branches to submit the month to month or quarterly report such as comparative statement Budget V/s actual.

Resolution No 88.05.01

Resolved that the summary of consolidated Budgets for the FY 2021-2022 are hereby approved

Proposed by: Mr KShankar

Seconded by YNath

6. Activity Reports from the Branches and subcommittees and external bodies

– By circulation which were circulated by email

ALFSC–Chairmanof the ALFSC and President replied the query raised by the GCmembers towards the IncomeTax Cases and the notes on contingent liability.

a. Income Tax Cases:

Income tax U/s 250 from CIT - submissions made towards the following assessment years (Faceless orders)

AY–2009-2010AY2013-14,AY2016-17andAY2017-18(AsperthedirectionfromtheITAT)–submissionmadeon13.01.2021andAY2014- 15 –12.01.2021

AY- 2018-19 - IncomeTaxAssessingOfficer–submissionon08<sup>th</sup>Jan2021,15.02.2021andassessmentorderdt22-3-2021asattached.The gist is given here under: -

It is also pertinent to mention here that on similar issue, for A.Y. 2011-12, 2012-13, 2013-14, 2014-15, 2016-17 & 2017-18 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.

## Grounds of Appeal

The following grounds of appeal are without prejudice to each other:

1. On the facts of the Appellant's case and under the circumstances and in law, the National e-Assessment Centre ('Ld. AO') has erred in determining the total income at INR 1,72,22,214/-, as against the returned income of INR 66,780/-, while passing the order u/s 143(3) of the Income-tax Act, 1961 ('the Act') for the impugned Assessment Year 2018-19.
2. On the facts of the Appellant's case and under the circumstances and in law, the Ld. AO erred in not appreciating the Appellant's submissions and prayer that its income was not taxable under the provision of the Act, that the Appellant's activities were commercial in nature & further erred in denying the exemption claimed by Your Appellant u/s 11 of the Act, disregarding the submissions made before the Ld. AO during assessment proceedings.
3. On the facts of the Appellant's case and in the circumstances of the case and in law, the Ld. AO erred in not considering the fact that the Appellant's is a professional body which provides support and services not only to its members but also to non-members which include students and professionals.
4. On the facts of the Appellant's case and in the circumstances of the case and in law, the Ld. AO erred in holding that Appellant's claim of imparting education could not be accepted in as much as there was no activity of schooling leading to the award of any degree, which is quite contrary to facts and ground realities.
5. On the facts of the Appellant's case and in the circumstances of the case and in law, the Ld. AO erred in not allowing your Appellant's claim of expenditure on account of the auditors' remuneration despite having accepted the similar claim in the scrutiny assessment for the previous year relevant to assessment year 2017-18 and before.
6. On the facts of the Appellant's case and in the circumstances of the case and in law, the Ld. AO erred in not allowing your Appellant's claim of expenditure under the heading 'Expenses on Properties' *into* despite having accepted the similar claim in the scrutiny assessment for the previous year relevant



to assessment year 2017-18 and before.

7. On the facts of the Appellant's case and in the circumstances of the case and in law, the Ld. AO erred in initiating penalty proceedings u/s 270A of the Act without the appreciating the fact that the assessed has not under-reported any income.
8. On the facts of the Appellant's case and in the circumstances of the case and in law, the Ld. AO erred in levying interest u/s 234A of the Act.
9. On the facts of the Appellant's case and in the circumstances of the case and in law, the Ld. AO erred in levying interest u/s 234B of the Act.

The Appellant prays to add/alter/delete/modify any of the above grounds of appeal during the appellate proceedings.

#### Statement of Facts

The Appellant is a charitable trust engaged in charitable activity such as furthering education in the field of Marine Engineering including the scientific development in all its branches thereof, conducting tab-based examinations on behalf of and under authorizations from the Director General of Shipping, Government of India, conducting only approved preparatory course as per the Directorate General of Shipping (Maritime education) in the field of Marine Engineering, etc.

The Appellant conducts wide range of Education courses designed to Marine Engineering which are duly approved courses as per the Govt. of India i.e., Directorate General of Shipping and course completion certificates as approved by the Directorate General of Shipping are awarded by the Appellant, which are essential for employment/progression/knowledge & capacity building in the field of Marine Engineering.

During the previous year relevant to Assessment Year, the appellant filed its return of income on October 26, 2018 declaring a total income of Rs. 66,780/, against which the Ld. AO while passing the assessment order u/s 143(3) of the Act has denied exemption u/s 11 of the Act by stating that the activity of the Institute is not for charitable purpose (education), was commercial in nature and has accordingly computed the total income of INR 1,72,22,214/- Aggrieved by this order passed by the Ld. AO, Your Appellant has preferred an appeal before your Honour.

The institute has obtained expert opinion on these assessment and it is strongly opined that being a registered educational trust no income tax is payable on the income of the trust

Hence, the institute has contested these demands and assessments and appeals are under process at various forums.

The Details are as under:-

Sr. No	Assessment Year	Demand/Penalty/Interest Amount	Amount Paid For Demand	(Rs. In Lakhs)
				Balance Outstanding
1	2009-2010	Rs. 140.59	Rs.90.3	Rs.50.29
2	2011-2012	Rs. 71.76	NIL	Rs. 71.76
3	2012-2013	Rs. 35.79	Rs.4.7	Rs.31.09
4	2013-2014	Rs. 39.42	NIL	Rs.39.42
5	2014-2015	Rs.11.16	NIL	Rs. 11.16
6	2016-2017	Rs.25.14	Rs.5.03	Rs.20.11
7	2017-2018	Rs.95.08	Rs.19.02	Rs.76.05
	<b>Total</b>	<b>Rs.418.92</b>	<b>Rs.119.05</b>	<b>Rs.299.87</b>

- b. Income Tax Return AY 2021-22 – Submitted on 15.02.2021
- c. Mass Mailing System - is being employed regularly to interact with members. On a regular basis we are circulating Monthly Journal MER, Invitations and information wrt Technical meetings/ seminars as per requirement
- d. Financial Assistance to Marine Engineering Students - Due to COVID/ Lockdown No Financial Assistance payment made, however the date of accepting the application is extended till 31<sup>st</sup> July 2021 as per the request from the Training Institutes

- e. PayTM/ online payment through website / local Card swiping machine: Software updated on the IME(I) website and card machines already in use along with net banking.
- f. Digital receipts generated through Tally software with digital signature updated.
- g. ENet Banking – with Axis bank also started i.e. 24.05.2021 at HO level  
Branches account under one corporate ID- Forms dispatched to the Branch - yet to receive - waited
- h. Legal opinion / other opinion were obtained – for the following
  - i. Collection and disbursement of Donation towards PM care Fund with 80G
  - ii. Mr. A Kar Grievance
  - iii. Notice from Mr K K Saxena
  - iv. Article 7.0
  - v. Changes in the article (inclusive of social activities )
  - vi. Kochi Property
- i) Permanent staff group medical insurance policy – introduce the Group mediclaim policy for the permanent staff at HO with sum assured of Rs. 2 Lakh.
- j) Election Activities – Election activities carried out in consultation with and as per the direction of the Election Officer.
- k) Investment in Mutual funds – As proposed and approved in the AGM – Additional investment made in the Mutual funds as follows:  
  
Rs. 1.50 Cr as under as recommended by our Investment Advisors: -
  - 1. SBI MAGNUM ULTRA SHORT DURATION FUND Rs. 75 Lakhs

2. UTI Money Market Fund Rs. 37.50 Lakhs
3. Aditya Birla Sun Life Low Duration Fund Rs. 37.50 Lakhs L

Benevolence Fund:

i) Mr. S. 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 P P Singh, gets a relief towards reimbursement of the 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 INR 14000/- per annum for a period of 14 years. During this year IME(I) paid INR 17000/- from the Benevolence Fund.

ii) Donation of INR 20 Lakhs per annum received from M/s Ocean Sparkle during the financial years 2020-21, 2019-2020 and 2018-2019 and INR 15 lakhs in the year 2017-18.

Assistance of INR 12 Lakhs was provided to Mr. Sunil Hemant Wadgaonkar in the financial year 2019-20 and INR 2 Lakh in April and May 2020 for his treatment & import of certain specific medicines and discontinued thereafter.

iii) Smt Rashmi Nagpaul, wife of Mr. Rahul Nagpaul (Membership No. M 10947), who unfortunately passed away on 15th November 2017, requested support from IME(I)'s Benevolent Fund. Mr. Nagpaul is survived by his wife and two daughters aged 12 & 3 respectively. Smt Rashmi 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 they complete their graduate studies. Annual payment made INR 1 Lakh 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 and Rs. 1,20,000/- in the year 2019-20 and Rs. 1,50,000/- in the year 1920-21.

M) The activities of our Institute were disrupted after imposition of lockdown due to the COVID 19 pandemic during a part of the FY 2020-21 and the IME(I) college could not function; thereby seriously affecting the income of our Institute. The situation was evaluated by ALFSC and after consultation with Chairman CDSC, Accounts Head, HGS and President suitable cost cutting measures were implemented during the period for which the functioning of the college of IME(I) was affected due to the pandemic.

Following are the deduction and savings in the cost of expenses due to COVID

1. Full time faculty salaries – ₹ 17.73 Lakhs
2. Admin / training staff – ₹ 5.35 Lakhs (including Bonus)
3. Manjushree Hospitality Housekeeping services – ₹ 9.75 Lakhs
4. Xeroxing machine – rental - ₹ 0.72 lakhs
5. AC servicing – ₹ 0.97 lakhs
6. Staff welfare ₹ 1.48 lakhs
7. Educational Assistance ₹ 3 Lakhs
8. WMTC ₹ 2 Lakhs

Total ₹ 41 lakhs

Effect on Income due to Covid -

Subscription from Student Members/ Processing fees ₹ 5 Lakhs

Booking of the course ₹ 25 lakhs

### **CARRER DEVELOPMENT SUB COMMITTEE**

#### 1. PROGRESS AND PERFORMANCE OF THE COURSES:

During this period review of MEO Class I (FG), MEO Class II (FG), MEO Class III (CEO-NCV), MEO Class III (SEO-NCV) Part A & MEO Class III (SEO- NCV) Part B, MEO Class IV (NCV), Engine Room Simulator Course for Class I, Class II & for Class IV were carried out. The Refresher and Updating Training Course for Engineer Officers (RUT) was also conducted during the above period. The numbers of students having completed the various courses is as follows: -

Name of the Course	No. of Students
MEO Class I(FG)	85
Diesel Engine Gas Combustion Simulator Course (ERS -I)	41
Engine Room Simulator (Management Level) course (ERS-II)	29
Engine Room Simulator (Management Level) course (ERS-IV)	127
MEO Class II (FG) (Batch I & Batch II)	121
MEO Class III (NCV_CEO)	20
MEO Class III (NCV-SEO) Part A	29
MEO Class. III (NCV-SEO) Part B	38
MEO CL. IV (NCV)	06
Refresher & Updating Training Course for Engineer Officers (RUT)	314

- Total number of students enrolled for all the courses during the above period: 810 nos. In the running batches the strength of student is as follows:

MEO Class I (FG) : 23 nos.

MEO Class II (FG) : 26 nos.

MEO Class II (FG) Additional Batch)	: 23 nos.
	: NIL
MEO Class III (NCV_CEO)	
MEO Class III (NCV-SEO) Part A	:09 nos.
MEO Class III (NCV-SEO) Part B	: 22 nos.
MEO Class IV (NCV)	: 06 nos.
RUT	: 58 nos.

During above mentioned period 19 batches were conducted for Refresher & Updating Training course for Engineer Officers (RUT 4 days course). The course is being conducted online (Phase 2) at present and in 3 phases. The response to this course is quite encouraging and now we are conducting 3 courses in a month as per the demand, however minimum 2 courses would be run on regular basis.

During the period under review, we conducted 13 batches of ERSIV (operational Level Course), 3 batches of ERSII (Management Level Course) and 5 batches of ERSI (DEGMCS). Because of the 2<sup>nd</sup> phase of lockdown, we had to cancel the ERS courses from April 2021.

## 2. Development of New Courses

- During the period under review a value added course was conducted “Advanced (Online) Hydraulic Equipment, Control Operations and Troubleshooting (HECOTS) Course on 8<sup>th</sup> & 9<sup>th</sup> January 2021.
- We are planning to develop some more modular courses in this current financial year.

## 3. Assistance to Maritime Administration:

Answer scripts for different grades were being evaluated by the Panel of examiners of IME(I). Faculty members take viva voce Oral examinations (Online) as external examiners.

4. Knowledge Sharing Sessions(Saturday Sessions):

On regular basis our Students and faculty members are participating in many relevant webinars on different topics are being conducted by the classification societies and other organizations for enhancement of their knowledge.

5. Quality system

I. Our present QMS certificate is valid till 14<sup>th</sup> June 2021. The internal audit was conducted during Jan.2021. 3 nos observations were found in the METC function.

II. CIP (Comprehensive Inspection Programme): CIP could not be carried out because of Covid 19 Pandemic. Basically, the inspection is based on physical activities whereas classes and other activities are being conducted online. This month we will be putting a request for the inspection. The Certificate is valid till 21<sup>st</sup> June 2021.

6. Faculty:

Presently we have 6 nos. full time faculty members including Deputy Director and Director. TSTA

Course:

The following faculty members completed their TSTA course as required by DGS.

i. Mr. Manteswar Kumar



ii. Mr. Vikram Gokhale

iii. Mr. U. S. Singh

7. 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 centre is kept in touch on day-to-day basis.

8. Review of the Performance of METC and its fee structure:

We are planning to reduce the number of batches to 2 per year for the following NCV courses because of lukewarm response and the course is only being conducted by IME(I):

- i. MEO Class IV (NCV)
- ii. MEO Class III (NCV-SEO) Part A
- iii. MEO Class III (NCV-SEO) Part B

and for MEO Class III (NCV-CEO) 3 batches per year.

- Course fee for ERS IV was increased as the course was being conducted with the 2/3<sup>rd</sup> of the intake capacity.

9. Library /Others

- No books procured for library during the above period as classes are being conducted online and hardly anyone visits the premises.

- For delivering lectures online 3 webcams with mic were procured & fitted in the pcs of the faculty members.

10. Financial Performance:

During the period under review (from Sept.2020 to April 2021 – for 8 months) the total fee collection from various courses was app. - Rs.14060890/- (One Crore Forty Lacs Sixty Thousand Eight Hundred Ninety only).

1. CD subcommittee will submit the proposal towards to start and tie up with the other Institute to conduct the additional courses such as EE course, ME Engine etc with the skillset, the draft agreement will share the GC for their approval
2. GC Suggested CD subcommittee to look into and work on the yearly comprehensive annual Maintenance cost towards the Full mission Engine Room Simulator with Kongsberg and renegotiate with the Kongsberg and break the AMC and switch over to the digital virtual

Quality Sub Committee:

Chairman updated the GC about the renewal of ISO certificate i.e expires on 14<sup>th</sup> June,2021, acceptance of the proposal from IRQS, date of planning to conduct the ISO renewal audit I,e on 07<sup>th</sup> and 09<sup>th</sup> June 2021.

It was decided that the MRM should be conducted twice in a year and the today's MRM is to be postponed in the next week on 05<sup>th</sup> June 2021.

Publication Library and Website Sub Committee: updated the activity reports as under

Withdraw obsolete publication - Same have been reviewed and it has been decided to leave them 'asis' Circulation of

MER complimentary list to be reviewed - MER complimentary list has been reviewed Digitalization of IME(I)

Publications - Will be taken up after digitalization of MER

MER shall be distributed to its members (corporate and non-corporate) - through e-version only.

Implemented - Printing of MER copies p.m. to be reduced from January 2020 onwards only 130 copies being printed p.m.

Answers to be included in the Question Bank on IME(I) Website - Mr. Mathur has been spending a lot of time and efforts and has so far completed the Q&A for Class II MEP, Class II NA & Class II EK (M), which have already been uploaded on IME(I) Web Site

Donation of Rs. 1 Lakh each towards Library - (In memory of Shri. K. K. Goel) received in 2018-19 & 2019-20 Has not yet been utilised

Printing Cost of MER - 400 copies per month from April 2020 onwards @ 179/- and 130 copies per month from January 2021 onwards @ 515/-

#### MER digitalisation

Finalised and confirmed MER digitalisation with Techno Kryon.

#### Review of IME(I) Website

The present IME(I) Website was developed in 2013 i.e. about 8 years back. However, the technology used for the same is very old and now obsolete, making it rather difficult to plug in more features and improvements. Therefore, feel the same should be re-developed.

Review of iConnect App - it was decided to discontinue IME(I) iConnect Mobile App.

#### BLFSC –

Solar power – 30Kw – Closed for 2 years

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

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

The following work carried out at IMEI house was reported:

AMC continued with – Generator , Auto water level controller, Cleaning of water tanks, UPS 10KVA, 5KVA and 6KVA, Refilling of Fire extinguishers , Fire Hydrant system , CCTV, Aqua guards, Pest Control, EPABX System and Lift

Contract discontinued during the covid period

Canteen – Manjushree caterers

Air conditions- Evercool evercon – payment as per only servicing – during the year only one service attended and paid Computer maintenance – discontinued – attended only as per the complaint

Housekeeping Services – discontinued till 19.12.2020 and restored with 4 sweepers instead of 6 – Manjushree Hospitality During Covid -

Cleaning of IMEI Premises - done by the Security guards (alternate 15 days)

Xeroxing Machine – Caliber arts Solution

Extended AMC periods for – UPS/ Generator received (6 months)

Contract renewed – Unicorn security with an increase of Rs. 1500/-

Terrace area (for waterproofing work) – Dr. Fixit attended the complaint during the monsoon

Repainted due to leakages - Room no 301, canteen outside wooden partition

Additional 2 no' s camera fixed in front of the gate to capture more clarity of both security gate area

Cleaning of all chambers before the monsoon

Boundary wall Facing area – repaired with more supporting angles and replaced the Jali

SSY Dios Broadband connection fixed as per the requirement of high speed internet connection for the conducting online classes Vizag

Branch: Building construction – email received on 09.11.2020 with the following attachment (attached separately)

1. Feasibility report
2. Project report
3. MOU
4. Legal opinion dated 25.09.2019
5. Legal opinion dated 30.10.2020
6. AU letter regarding registration of MOU
7. Approved Drawings and letters

8. Final first floor plan to be constructed

The Visakhapatnam proposal towards the construction work is accepted and it was suggested that the BLFSC should follow the procedure as laid in the ORP towards purchase or acquisition of property. I.e. through High Value Committee, legal and ALFSC etc.

**Goa Branch –**

Proposal towards installation of Solar Power System – It was decided that the BLFSC Chairman would study the proposal and confirm the feasibility of installing Solar Power System.

Public and International- No activity report

Marketing and BD – No activity Report

Grievance Cell – No Grievance reported

## **BRANCH ACTIVITY REPORTS**

### **Kolkata Branch -**

Chairman informed about the conducting of International Shipping Conference (ISCO) during 26 to 28<sup>th</sup> NOV 2020. And a sailing seminar was organised by the Kolkata branch of IME(I) onboard vessel Riviera on 31-03-2021 in collaboration with GAIL (India) Ltd. as part of National Maritime Week 2021.

**Pune Branch** – No activity reported

### **Visakhapatnam**

Section A - Meetings:

1. No. of meeting held in this quarter: .Executive committee 3; Online meetings and Virtual Technical meeting 1

Dates: .....28.10.2020, 20.11.2020, 23.12.2020 and virtual tech meeting on 22.12.2020.

2. Locations: ...Not applicable

Section B – Technical Seminars/Conferences:

No. of technical seminars/conference held: one

S. No.	Date	Topic of Seminar	Venue
1	22.12.2020	“Nano fluid for Marine engine applications” by Dr.V.Srinivas, Chairman BOS, Dept of Mech engg, Gitam University, Visakhapatnam.	On Google link

Section C – Feedback and Grievances:

1. Summary of customer requirements/feedback:

a. No. of feedback received (inclusive of email received).....NIL.....

Summary of the feedback NIL

b. (Please attached additional sheet if required).

d. Comments on the feedback .....

.....

2. Summary of customer grievances\*/ complaints:

a. No. of grievances\*/ complaints (inclusive of through email) received: .....NIL.....

b. Summary of the grievances/ complaints (Please attached additional sheet if required): .....

c. Comments of the process owner .....

\*grievances defined as per A&MOA complaints raised by members.

Section D – Marine Engineering Training Centre (METC) (applicable to HO and Kochi branches):

NA

## Hyderabad Chapter

NO ACTIVITIES THIS YEAR DUE TO THE COVID PANDEMIC AND ALSO THE RESCHEDULING AND RECONSTITUTING OF OFFICE BEARERS.

## MUMBAI BRANCH, NAVI MUMBAI & GUJARAT CHAPTERS

### 1a.) Mumbai Branch & Navi Mumbai Chapter Committee Meetings:

Ser	Date	Subjects Discussed	Nos. Attended
1	03.10.2020	<ul style="list-style-type: none"><li>Finalize preparations for the AGM of Mumbai Branch scheduled on 11<sup>th</sup> October 2020.</li><li>Consider renewal of Contract/Services/Employment of Branch Admin Assistant viz.; Ms Neetha Nair with increment.</li><li>Deliberate Way Ahead on IME(I) President's Letter on conduct of WMTC 2024.</li></ul>	14
		<ul style="list-style-type: none"><li>Consider collections and discounts for student/senior members of the One Year Online 'SMLC'.</li><li>Nominations for Mumbai Branch's Meritorious Service Award.</li><li>Any other points with the permission of Chair.</li></ul>	



2	21.11.2020	<ul style="list-style-type: none"> <li>• Deliberate on the next Technical Meeting/Webinar to be held in 2020 and plans for the first quarter of 2021.</li> <li>• Consider way ahead for the second batch of the One Year Online 'SMLC' planned in February 2021.</li> <li>• Consider the Media Proposal from Midnight Creatives for Mumbai Branch.</li> <li>• Updates/ Presentations from the Sub-Committees including inputs for the next edition of i-Communique.</li> </ul>	16
---	------------	--	----

1b.) Mumbai Branch & Navi Mumbai Chapter Technical Meetings:

Ser	Date	Topic	Speaker	Venue
1	26.09.2020	Webinar on Ship Energy and Efficiency	Dr. George Antunes	Web based Zoom Platform
2	05.12.2020	Webinar on outcome of MEPC-75	Mr. S Barik Mr. Ajithkumar Sukumaran Mr. I.+N Bose Mr. C.P.K Kashyap	Web based Zoom Platform

2. Gujarat Chapter Technical Meetings: NIL

2(a) Technical Seminar: NIL

Technical Meetings and Seminars:- Tabulated as above

Training Courses Inspired from the success of Value Added Courses, conducted earlier in Electricals/Electronics Course for Marine Engineers & ETOs, and the

'Hydraulic & Pneumatics Course', the Branch endeavored to conduct more such Courses. However, follow-up of this initiative had to be put on-hold compressed into 3 days had to be paused due to the COVID-19 Pandemic. The Branch was then quick to reach out to the marine engineers at sea and shore alike to keep them abreast of latest developments in field through Webinars and On-line training. The Branch then commenced its first online one year program in Ship Management and Logistics with the batch consisting of 40 students in the month of October 2020 and second batch is scheduled in the month of February 27<sup>th</sup>, 2021.

Membership. The Branch has put in concerted efforts to reach out to prospective personnel who can become Members. Fruits of these efforts are likely to be seen by the year-end. Meanwhile, the Branch's Membership data is as tabulated below as on 31<sup>st</sup> December, 2020 due to non-opening of offices/ updation of database because of the COVID-19 Pandemic.

### 3. AGM of Mumbai Branch along with Navi Mumbai & Gujarat Chapters

The 37<sup>th</sup> Annual General Meeting of The Institute of Marine Engineers (India), Mumbai Branch, including its Navi Mumbai and Gujarat Chapters was held on Saturday 11<sup>th</sup> October, 2020 at 10.30 hrs through web based Zoom Platform.

### 4. Membership including Additions, Deletions and Transfers:

<u>S.No</u>	<u>Till Date</u>	<u>Mumbai</u>	<u>Navi Mumbai</u>	<u>Gujarat</u>	<u>Total</u>
1	15.07.2011	1478	326	85	1889
2	15.07.2012	1514	345	95	1954
3	15.07.2013	1725	372	95	2192
4	15.07.2014	1765	396	102	2263
5	01.05.2015	1845	428	127	2400
6	06.01.2016	2102	445	130	2677
7	28.02.2017	1985	473	129	2587
8	17.08.2017	2203	482	136	2821
9	11.01.2019	2553	516	154	3223
10	31.08.2019	2393	490	152	3035
11	30.11.2019	2396	500	159	3055
12	31.12.2020	2422	509	164	3095

## Membership Break-up

<u>Chapter / Mem Type</u>	<u>Indian</u>	<u>Foreign</u>	<u>Fellow</u>	<u>Member</u>	<u>Associate</u>	<u>Associates</u>	<u>Graduate</u>	<u>Student</u>	<u>Total</u>
Gujarat	164		18	25	18	9	94		164
Mumbai	2285	137	511	343	296	139	821	175	2422
Navi Mumbai	509		143	125	104	62	75		509
Total	2958	137	672	493	418	210	990	175	3095

5. Followup on Membership Matters.: As required.

6. Facilitation Centre: NIL

6(a) Certificates Issued from Facilitation Centre: NIL

7. ISO Certification for H.O and Branch Offices.:

Mumbai Branch, Navi Mumbai and Gujarat Chapter's internal audit was carried out by Mr. T.S Girish on 23.01.2021.

8. 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 re-commencement of Value Added Courses, proposed students' chapter at IMU (Mumbai Campus), 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 organisations 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.

#### 9 . Details of Fixed Deposits

<b>FDR Record From 01.04.2020 to 13.02.2021 Bank A/c No. 20007616660 /60299503062</b>											
<u>Sr. No.</u>	<u>A/c No.</u>	<u>Receipt No.</u>	<u>Date From</u>	<u>Status</u>	<u>Date of Maturity</u>	<u>Principle Amt.</u>	<u>Maturity Amt.</u>	<u>Rate of Interest</u>	<u>Renewal Date</u>	<u>Maturity Amt.</u>	<u>Date of Maturity</u>
1	60329447574	345002	22.04.2019	open	18.01.2021	213,910.00	215,366.00	3.5	18.01.2021	216,617.00	30.03.2021
2	60329446070	345001	22.04.2019	open	12.03.2021	735,832.00	775,940.00	5.75	31.03.2020	775,940.00	12.03.2021
3	60329447336	345003	22.04.2019	open	12.03.2021	315,356.00	332,545.00	5.75	31.03.2020	332,545.00	12.03.2021
4	60330883050	345029	15.05.2019	open	24.02.2021	214,915.00	217,105.00	4	23.11.2020	217,105.00	24.02.2021
5	60330883935	345032	15.05.2019	open	01.04.2021	213,600.00	219,631.00	4.5	15.08.2020	219,631.00	01.04.2021
6	60330884247	345033	15.05.2019	open	15.02.2021	1,047,490.00	1,100,460.00	5.75	30.03.2020	1,100,460.00	15.02.2021

7	60330883 628	3450 31	15.05.2 019	ope n	20.05.2 021	215,755.0 0	220,377.0 0	4.25	17.05.2 020	220,377 .00	20.05.2021	
8	60305554 184	3452 22	05.10.2 019	ope n	02.01.2 020	567,145.0 0	572,801.0 0	4.00 %	02.01.2 021	578,084 .00	03.04.2021	INMA RCO 2018
9	60305553 419	3452 23	05.10.2 019	ope n	02.01.2 020	1,701,435 .00	1,718,403 .00	4.00 %	02.01.2 021	1,734,2 54.00	03.04.2021	INMA RCO 2018

#### 10. Stocks of Publications as on 31.12.2020

1. Energy Efficiency and Ships By INBOSE : 18 Copies available with Mumbai Branch Office.
2. Welcome Kits as on 31.12.2020 : Nil
3. Stocks of Ties and T Shirts as on 31.12.2020: NIL

Mumbai Branch stated that it will be repatriating Rs. 45 Lakhs from the surplus made from its activities during the last financial year, in accordance with the ORP. Chairman, Mumbai Branch stated that this transfer would be done immediately upon opening of the office.

11 Any other Matter: NIL

## Chennai Branch

BRANCH COMMITTEE MEETINGS HELD ... 02  
TECHNICAL MEETINGS HELD ... 01

1

### a.) Branch Committee Meetings:

S.NO	DATE	SUBJECTS DISCUSSED	NO PERSONS ATTENDED
1	26.09.2020	To pass the audited financial statement 2019-20 of IMEI Chennai branch, IMEI FC and Symposium a/c for AGM, To pass the Annual report 2019-20 for AGM, To decide the date for AGM.	8
2	03.12.2020	Agreement needs to be signed – Tagros, Nomination for Maritime training, Institute activities, Any other points with the permission of chair.	5

### b.) Technical Meetings:

S.NO	DATE	TOPIC	SPEAKER	VENUE	ATTEND
01	<u>03.12.2020</u>	“The maritime decarbonisation hub-transition and maritime readiness” &	Mr. P.K Anilkumar, Principal surveyor, Lloyds register & Chairman, IMEI Chennai Branch	Virtual Meet	47

		"IMO Updates"	Mr. G. Sekhar, Executive Director, HIMT Chennai		
--	--	---------------	---	--	--

## (2) ANNUAL GENERAL MEETING 2020

IMEI Chennai branch Annual General Meeting was held on 16.10.2020 (Friday) through virtual meet.

Following was discussed:

1. Annual report
2. Audited statement of Accounts
3. Institute activities for the present year
4. Report on BES and Financials
5. Brief on WSF 2021
6. Appointment of Auditor

### 3. Proposed Activities for the next 6 Months

- A. Enhancing Membership
- B. Endeavour Conduct one Technical meeting in every two months. These meetings will be held as virtual meeting during COVID 19 restrictions.
- C. Conduct one Executive Committee Meeting every quarter or as and when deemed necessary. These meetings will be held as virtual meeting during COVID 19 restrictions.

**Kochi Branch**

Section A - Meetings:

1. No. of meeting held in this quarter: 5 nos (4 EC meetings & 1 AGM)

Dates: 05.07.2020, 14.08.2020, 01.09.2020, 23.09.2020

2. Locations: Virtual Meeting

Section B – Technical Seminars/Conferences:

No. of technical seminars/conference held: .....

S. No.	Date	Topic of Seminar	Venue
1	17.10.2020	Quality management system	Webinar
2	23.10.2020	Towards an Enriching Option in professional life	Webinar

Section C – Feedback and Grievances:

1. Summary of customer requirements/feedback:

a. No. of feedback received (inclusive of email received) : 43

b. Summary of the feedback: Overall Good



(Please attached additional sheet if required).

c. Comments on the feedback .....

.....

2. Summary of customer grievances\*/ complaints: NIL

a. No. of grievances\*/ complaints (inclusive of through email) received: .....

b. Summary of the grievances/ complaints (Please attached additional sheet if required): .....

c. Comments of the process owner .....

\*grievances defined as per A&MOA complaints raised by members.

Section D – Marine Engineering Training Centre (METC) (applicable to HO and Kochi branches):

S. No.	Courses Name	No. of courses completed in this quarter	No. of certificates issued this quarter
1	MEO Class – I	1	20
2	MEO Class – II	2	23

Section E – Quality Department: NIL

Comments: Overall Good

## GOA BRANCH

### 1. Executive Committee Meetings:

3 Meetings held on line through Google meet, on 20/9, 4/11, and 15/12.

Following important points discussed:

\* Opening guest house for guests. To check with Head office. Meet the requirements of SOP due to Covid. Have all the rooms and other areas disinfected and sterilized. Procure disinfectant and spray pump to disinfect guest's luggage. Procure thermal gun, hand sanitizers etc.

Arrangement to record temperature of guest arriving, sanitizing the luggage etc.

\* Continue with reduced staff. Do away with night watchman and employ temporary housekeeping person for few hours daily till occupancy picks up.

Caretaker to be requested to handle the work alone on extra payment of Rs. 2000/- per month till occupancy is at least 50%.

\* As advised during AGM, CCTV cameras to be installed in place of night watchman.

\* To check the possibility of installing Solar panels for total power supply.

2. CCTV CAMERAS Two CCTV cameras installed at a cost of Rs. 18000/-

3. Internal audit carried out.

### 7. Management Review Meeting

It was decided that the MRM should be conducted twice in a year and the today's MRM is to be postponed in the next week on 05<sup>th</sup> June 2021.

### 8. Establishing allegations of bias and of interfering in the election process against the Chair by Mr VK Jain:

The allegations of bias and interfering in the election process against the chair by Mr VK Jain was discussed and after brief discussion the matter was closed as the President has clarified that he has to communicate to the election officer as per direction of the GC and his moral obligation is as president is to discharge his duties to the best without any ambiguity and bias in the Institute.

9. Future course of action in the case of the legal notice sent by Mr K K Saxena :

After brief discussion the following conclusion summarised

- A. Sharing of IME(I) Documents to Mr V K Jain
- B. Support from IME(I)

President presented the legal opinion from three lawyers (including Bose Mitra and Co). MrVKJaininformedtheGCasnoreplyhasgoneoutfromthe IME(I)overthelasttwomonths,hehasengagedalawfirmtoreplytoNoticeof Mr K K Saxena which was being drafted.

It was decided ONLY the required documents is to be shared to Mr V K Jain through the HGS with the legal advice.

Vice President pointed out that in the said defamation notice, the accusation as detailed in Clause 5 was that the Chairman 'forced a decision on the EC stating that our clients should not be continued as an invitee'. Vice Presidentsaidthatthisiftrue, the accusation no longer remains personal, but one against the functioning of the IME(I). President volunteered to set up a Committee consisting of 3 past Presidents within 3 days and circulate to the GC the findings of this Committee.

Further it was decided to opt for a separate legal opinion towards the sharing of the documents such as copy of minute of the meeting etc. to Mr K K Saxena as requested by him.

10. To review/remove the Rule 7 from ORP which permits co-opting members to the EC:

Salient point of Discussion/opinion of GC members are as follows:

The co-opted members should not be in the decision making body like Executive Committee.

However it is necessary to adopt additional committee members to keep up continuous Technical activities such as conducting of the seminar, participation in the mentorship, growth of student membership with the achievement of objectives and spreading knowledge etc.

More subcommittee with the different objects, achievement of goals, get the honorary work done through the subcommittee members.

It was confirmed by branch rep that no co-opted members are involved in critical decision, confidential matters and voting.

EC role is well defined and adoption of other committee members are separate not involved with the EC function. If Branch wishes to co-opt additional members, they may be called a suitable name which may be decided by a Committee to be formed for the purpose.

For co-opted members there must be a procedure we can adopt within the Branch for nomination with set clear procedure and in line with ORP.

AOA Rule 7.2 and 7.4 are mutually inclusive and the Executive committee members can be appointed by election only.

Additional adopted members cannot act as part of EC and the role is limited to support the Executive committee members in the set functions. Co-opted members can be addressed as a technical committee or subcommittee member or any name as decided by the Committee being formed for this purpose, subject to approval of the Governing Council.

All the additional co-opted members are the part of the subcommittee and should be retained as a subcommittee member, and should be informed that they are not part of the Executive committee.

Conclusion : The “co-opted Executive committee member” may be suitably renamed, if felt necessary, and a committee headed and selected by Mr VK Jain - Mumbai Branch Chairman would forward the proposal with respect to change so as to align OR Prule 7 in line with the AOA.

11. To appraise GC that the sole contestant for the post of HGS for 21-23 will be transferred out of Mumbai.

It was suggested that for the future in the nomination form to put the certain line with the confirmation of no such transfer in the next 2 years for the post of HGS, so that the forthcoming office Bearers are aware of the same.

12. Close with vote of thanks: Vice President:

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