

**MINUTES OF THE 104TH MEETING OF THE IME(I) GOVERNING COUNCIL
(TERM 2023-25) HELD ON 24TH AUGUST, 2025 IN VIRTUAL MODE**
(iaw Rule A15, A17 & A18 Part II of ORP and Articles 14,15, 17.2 & 18.2 of M & AoA)

1. Notice is hereby given to members (Term 2023-25) for the conduct and request to attend the Meeting No. 104 of the Governing Council (GC) scheduled at 1000 hrs on Sunday, 24th Aug 2025 through Virtual Meeting Application: Zoom (Link to Join the Meeting is at the end of this Agenda).

2. Agenda for the meeting is as below:

<u>Time (hrs)</u>	<u>Agenda Item No.</u>	<u>Agenda / Event</u>
1000	-	All Members Log-In for Audio/ Video Check
1005	1	Welcome Address by President
1010	2	Adoption of Agenda for 104 th GCM - By Circulation
1015	3	To Grant Leave of Absence
1020	4	Adoption of Minutes of the 103 rd GCM
1030	5	Update on Pending Action Taken Report since last GCM
1045	6	Status of Group Medical Insurance for Student and Corporate members
1055	7	Kochi Branch Property Proposal – Report from HVC, if ready for discussion
1110	8	Ratification of 42 new Memberships and 45 Transfer of grade since 103 rd GCM)
1115	9	Approval of consolidated audited accounts FY 2024-2025
1145	10	Any other matter with the permission of Chair
1155	11	Vote of Thanks - By Vice President
1200	12	Closure

3. Any other points may be taken up with the permission of the Chair, subject to the availability of time. This GCM will be conducted via web-based video conferencing. The meeting link is provided below.

4. All members are kindly requested to make it convenient to attend remotely using a laptop, PC, smartphone, or any other suitable device. In case of any difficulty or for further assistance, members may please contact Ms. Neetha Nair (+91 99309 77647) / Mr. D.K. Shetkar (+91 98332 50160).

Best Regards

Sunil Kumar

Hon. General Secretary
IME(I), Mumbai

To Join Zoom Meeting

Topic: 104th GC Meeting

Time: Sunday, Aug 24, 2025 10:00 AM Mumbai, Kolkata, New Delhi
Join Zoom Meeting

<https://zoom.us/j/99114436039?pwd=ErnllldxIYaDkQVMR1MjIqW3bRFd2W.1>

Meeting ID: 991 1443 6039

Passcode: 123456

Detailed Agenda is attached as Attachment 1 to these minutes for reference.

Attendance:

<u>S. No.</u>	<u>Name of GC Member</u>	<u>Parent Branch</u>	<u>Designation</u>	<u>Attendance</u>
(i)	Mr. Rajeev Nayyar	-----	President	P
(ii)	Cdr Dr Bhaskar Bhandarkar (Retd.)	-----	Vice President	P
(iii)	Mr Sunil Kumar	-----	Hon. General Secretary	P
(iv)	Mr David Birwadkar	Mumbai	Chairman	P
(v)	Mr. Yatindra Nath	Mumbai	GC Member	P
(vi)	Cmde Bhupesh	Mumbai	GC Member	P

<u>S. No.</u>	<u>Name of GC Member</u>	<u>Parent Branch</u>	<u>Designation</u>	<u>Attendance</u>
	Tater (Retd.)			
(vii)	Mr. Arun Kumar Gupta	Mumbai	Navi Mumbai Chapter Chairman	P
(viii)	Mr Suresh Shenoi	Chennai	Branch Chairman	LOA
(ix)	Mr. Sanjeev Vakil	Chennai	GC Member	LOA
(x)	Mr. Larson D'Sa	Goa	Branch Chairman	P
(xi)	Mr. S Krishnan Kutty	Kochi	Branch Chairman	P
(xii)	Mr. R Venugopal	Kochi	GC Member	
(xiii)	Mr. Gautam Sen	Kolkata	Branch Chairman	P
(xiv)	Mr. Swapan Kumar Saha	Kolkata	GC Member	P
(xv)	Mr. Sanjeev D Ogale	Pune	Branch Chairman	P
(xvi)	Dr. Varaha Siva Prasad Vanthala	Vizag	Branch Chairman	
(xvii)	Mr. V D Prasad Samavedam	Vizag	GC Member	P
(xviii)	Mr Atul Mani Sharma	Delhi	Vice Chairman	P

<u>S. No.</u>	<u>Name of GC Member</u>	<u>Parent Branch</u>	<u>Designation</u>	<u>Attendance</u>
(xix)	Mr. Chirag Bahri	Delhi	GC Member	P
(xx)	Mr. Vicky Malhotra	Delhi	GC Member	LOA
(xxi)	Mr. V K Jain	Mumbai	Imm. Past Pres.	P
(xxii)	Mr. Amit Bhatnagar	Chennai	Imm Past VP	P

Formal Agenda Points

1. Welcome Address by the President (Agenda Item 1) – The President, Mr. Rajeev Nayer, chaired the meeting and extended a warm welcome to the members of the Governing Council.

He stated that the meeting was convened to address pending items, with the MOU renewal to be taken up later by HGS.

He emphasized the need to finalize the AGM date so that notices could be issued on time. He also stressed the importance of reviewing the consolidated accounts once all Branch accounts were received, noting that these would be circulated by email after finalization.

Mr. A. K. Gupta suggested that the accounts should be discussed in the GC (virtual or offline) instead of only by email.

The President reiterated that timelines for GC and AGM notices are fixed, as the new Governing Council must take charge and requested members to adjust accordingly. to meet the statutory timelines.

2. Adoption of Agenda for 104th Governing Council Meeting - By Circulation (Agenda Item 2) – The agenda circulated for the 104th Governing Council Meeting was reviewed, read and unanimously adopted by the Governing Council members.

3. To Grant Leave of Absence (Agenda Item 3) – Leave of absence was granted to the Governing Council members who had previously informed of their inability to attend the meeting. These members are:

- Mr. Suresh Shenoy- Chairman, Chennai Branch
- Mr. Sanjeev Vakil
- Mr Chirag Bahri

- Mr. V D Prasad Samavedam

4. Adoption of Minutes of the 103rd GCM (Agenda Item 4) – The Governing Council adopted the minutes of the 103rd Governing Council Meeting, which had been recirculated via email on 20th August 2025. An amendment was made in the 3rd paragraph, 5th line, to include the words “any other member.”

<u>Resolution No.</u>	<u>Details of Resolution</u>
104.04.01	RESOLVED that the minutes of the 103rd Governing Council Meeting, as presented, be and are hereby approved and adopted including the amendment in the 3 rd para.
<u>Proposed By:</u>	Mr. Y Nath
<u>Seconded By:</u>	Mr. David Birwadkar

5. Update on Pending Action Taken Report since last GCM (Agenda Item 5) - The HGS introduced Agenda Item 5, which had been circulated earlier along with the agenda. The report, shared for information, was discussed. The Hon. President suggested that henceforth the GC notice be sent to all sub-committees, with a request to submit their respective reports. Following are few discussions which were held-

ATR No. 2:- Chennai Branch Update

The Hon. President informed that discussions with the IMU Vice Chancellor and Pro Vice Chancellor on setting up simulator centres at the IMU Chennai campus are progressing positively. Mr. Muthuswamy will coordinate with the Chennai Branch to take the proposal forward. The Branch will secure about 5,000 sq. ft. of space at IMU and develop value-added simulator courses on the IMU cloud platform.

ATR Point no. 8: Concern on I-Connect App

- A concern was raised in the Mumbai Branch AGM by one member that the I-Connect app is not working.
- The Mumbai Branch Secretary also commented that Rs.5 lakhs has been spent on the app, yet it is not functional.

Members' Observations:

1. A guide/manual on how to operate the I-Connect app has not yet been shared with members.
2. If the issue is raised in a Branch AGM, it eventually reaches HO for resolution.
3. It was noted that the app is working fine for some members and was tested successfully earlier.
4. If issues exist, they were not reported to the IT Sub-Committee or by email to HO.

Decisions/Actions:

- Mr. Nath will check whether the app is functioning properly.
- He will also connect with the two members who reported the issue and verify their concerns.
- Status of usage of the e-Library, I-Connect app and the website will be shared. (Usage details were already circulated last month.)

In view of the above discussions, the Hon. President requested that this point be included in the HO AGM agenda, wherein members shall be introduced to the I-Connect app and its features and their queries, if any, may also be addressed.

ATR No. 14 & 15:- Update by Mr Larson D'sa on ERSC:-

Mr. Larson D'sa informed members that a comparison chart was sent by IMU three months ago and a reply to IMU is still pending.

The Hon. President suggested fixing a timeline. He further recommended that GC notices should also be sent to all Member Secretaries of the respective sub-committees and that monthly ATR reports (restricted to sub-committee work) should be submitted before the GC meeting.

Mr. Larson D'sa requested that members take initiative and complete the task on time.

Mr. Y. Nath suggested that Mr. Larson identify support or email GC/members to invite volunteers. He also recommended adding a "Pending Since" column in the ATR.

Mr. V. V. S. Durga Prasad asked why IMU is re-checking. The Hon. President clarified that the aim is to link CoCs with university-recognised qualifications (similar to AIU's recognition of the Second Mate certificate as equivalent to a B.Sc.). He also offered his support.

Mr. David Birwadkar suggested adopting a fresh approach, not restricted to IMU and also exploring other universities (e.g., Bombay University, Bar Council of India).

Mr. V. V. S. Prasad supported Mr. Birwadkar's view and cited past success with T. S. Rahman and BCI, suggesting this path should be re-explored.

The HGS informed members that updated ATRs will be circulated before the AGM/GC once reports are received.

6. Status of Group Medical Insurance for Student and Corporate members

(Agenda Item 7) - The following points were updated by the Hon. President during the meeting:

- Minimum 800 members achieved; no funds collected yet.
- Scheme already approved by GC; pending HO structuring of payment collection and transfer.
- Coverage: 800 members + 2,500 student members (Rs.1,000 per student), cost to IME(I) approx.. Rs.25 lakhs + GST.
- Regarding premium Collection IME(I) to collect premiums and issue consolidated cheque to IFFCO Tokio as per underwriter's clarification.
- GST and tax implications need clarity; written legal opinions to be obtained.
- Hon. President to finalize compliance framework within 7–10 days and circulate resolution if required.
- Member Suggestions:
 - Mr Y Nath, GC member suggested to review GST and tax liability.
 - Hon Vice President Cdr Bhandarkar recommended that financial procedures be vetted by CA and record under ORP.
 - Navi Mumbai Chapter Chairman suggested to open a separate bank account for collecting the premium amount.
 - Ex-Vice President Mr Amit Bhatnagar emphasized avoiding further delays in implementing the scheme.
- Hon. President informed that the proposal should not be lost due to the new GST rules becoming effective.
- GC unanimously approved proceeding in principle, subject to compliance and procedural requirements.

7) Kochi Branch Property Proposal – Report from HVC, if ready for discussion (Agenda no.7)-

Kochi Branch Chairman - Mr S Krishnan Kutty informed GC that , the altered plan has been sent to the HVC. The final NOC will be issued only upon submission of the final plan. A certificate from the Corporation Engineer, which will then be forwarded to the GC for approval. Mr. A. K. Gupta, Head of the HVC Committee, informed the HGS that an HVC meeting will be convened as soon as the document is received.

The Hon. President informed that once approval is obtained for the plot to be classified as commercially exploitable, the HVC will be convened for a meeting. This will be a pre-requisite for any property purchase.

It was emphasized that the property must be purchased only for commercial use, as otherwise obtaining approval from DG Shipping for DG courses would be a challenge.

It was further advised that this point be recorded for future guidance of any Building Sub-Committee, i.e., any property acquired must be commercially viable and must have clearance confirming its use for commercial purposes.

8) Ratification of 42 new Memberships and 45 Transfer of grade since 103rd GCM) (Agenda item no. 8)-

The list of 42 new memberships and 45 grade transfers was reviewed and unanimously approved.

9) Approval of consolidated audited accounts FY 2024-2025 (Agenda item no.10)-

HGS informed that accounts from the Visakhapatnam and Chennai branches are still awaited. Once received, the consolidation will require 4–5 working days, following which the accounts will be circulated. The consolidated accounts will be placed for approval in the next GC meeting.

10) Any other matter with the permission of Chair (Agenda item no. 10)

- 1) The Hon. President informed that, in view of accounts pending from two branches, the consolidated accounts will be circulated by 1st September. He further suggested obtaining the opinions of GC members on two matters: whether a physical GC meeting has been conducted in the current calendar year and the requirement that the handover to the next GC must take place by 1st October.

With regard to the AGM, the available dates were noted as 14th, 20th and 21st September. It was agreed that the official results of the elections will be announced in the AGM. Members also agreed to the suggestion of holding the GC meeting in the morning and the AGM in the evening on 20th September.

Mr. David Birwadkar, Hon. Chairman, emphasized the importance of recording the highlights of the tenure and sharing suggestions and lessons learned for the benefit of the next GC. The HGS was requested to check the rules regarding the required number of GC meetings to ensure compliance with the minimum criteria for the incoming GC.

On the AGM format, it was agreed to hold a physical AGM. Suggestions were also made to consider a hybrid mode or live broadcast to enable wider participation. While some members supported a physical format, others

favoured an online option. The HGS will examine the feasibility of these alternatives.

2) Renewal of MOU with IMU

The Hon. President informed the Council that the IMU–IME(I) MoU, signed in 2022, included a clause for automatic renewal in the absence of objections from either party.

The earlier MoU was valid for a period of three years and IMU has now proposed extending the term to five years.

The Hon. President requested the GC to authorise the HGS (as the earlier MoU was signed by the HGS) to proceed with signing the extension of the MoU for five years.

The MoU was presented to the members and the proposal was agreed to unanimously.

<u>Resolution No.</u>	<u>Details of Resolution</u>
104.10.02	“Resolved that the HGS, who had signed the earlier MoU on behalf of IME(I), is hereby authorised to proceed with signing the extension of the MoU for a further period of five years
<u>Proposed By:</u>	Mr. Y Nath
<u>Seconded By:</u>	Cmde. Bhupesh Tater

11) Vote of Thanks - By Vice President (Agenda item no. 22)-

There being no further agenda items, the Vice President delivered a vote of thanks to all the Governing Council members present.