

**Minutes of the 101st Committee of Management (COM) Meeting held on 12.03.2025
at 3:00 PM in the Conference Hall of the Directorate General of Shipping,
Kanjurmarg, Mumbai.**

**Agenda Item No.1 : Confirmation of the minutes of the 100th COM Meeting held
27/01/2025.**

- 1.1 The Member Secretary informed that the minutes of the 100th meeting of the Committee of Management (the COM) were forwarded to all COM Members vide mail dated 06.3.2025 and no specific comments received from any COM member till date. The COM members gone through the minutes and confirmed the same

**Agenda Item No. 2 : To approve the Action taken report on decision taken in 100th COM
Meeting held 27/01/2025**

- 2.1 After going through the details given in the action taken by the SWFS, the COM approved the ATR.

**Agenda Item No. 3 : To consider and approve the Revised Annual Procurement Plan
(Annual Budget) for Financial Year 2024-25 and Provisional Budget for Financial Year
2025-26.**

- 3.1 After due deliberation and discussion, the Committee of Management (COM) approved the Revised Annual Procurement Plan (Annual Budget) for the financial year 2024–2025 and the Provisional Budget for the financial year 2025–2026.

**Agenda Item No.4 : To appraise about the various Funds investment position as on
31.12.2024**

- 4.1 The COM members reviewed the fund-wise details of funds available as on 31.12.2024 and noted the same.

**Agenda Item No. 5 : To consider & approve new welfare scheme for death cases – on
board / presumed death cases - on board**

- 5.1 The Member Secretary informed that the Welfare Sub-Committee, in its meeting held earlier in the day, had considered and recommended a new **scheme for providing ex-gratia assistance of Rs. 2,00,000/- on an immediate basis** to the nominee of deceased seafarers, in addition to the insurance claim under P&I Insurance, in order to support the families of the deceased Seafarer for death occurred on board.
- 5.2 The Welfare Sub-Committee recommended covering **all types of deaths on board i.e.** natural, accidental, suicide, and missing cases (presumed death)—provided the seafarer was **bonafide engaged through an Indian Shipping Company or RPSL Company**, which is to be confirmed by the DGS (Crew Branch).
- 5.3 After deliberation, the COM accepted the Welfare Sub-Committee's recommendation and **approved the implementation of the scheme with effect from 12.03.2025**, for **death on board cases occurring on or after 12.03.2025** by providing the ex-gratia assistance of Rs. 2,00,000/- to the nominee of deceased eligible seafarer.

Agenda Item No. 6 : To consider enhancing the existing financial assistance under “Family benefit Scheme” (i) for pre-sea training course for son and daughter at par (ii) for post-graduation Degree/Diploma (2 years full time) course (Other than Maritime Courses) for son and daughter at par.

- 6.1 The **Member Secretary** informed that the SWFS has been providing **financial assistance of Rs. 50,000/-** for daughters of seafarers who complete **pre-sea training** and enter the seafaring profession, whereas **sons of seafarers are paid Rs. 25,000/-** for the same.
- 6.2 Capt. Halbe requested about the number of applications received under the scheme and the corresponding expenditure. It was informed that around **2 to 3 applications** are received annually with an **approximate outflow of Rs. 1,00,000/- per annum**.
- 6.3 The COM after discussion with Welfare Sub-Committee member & considering the less number of beneficiaries under the scheme and in order to **encourage more sons of seafarers to join the maritime profession**, the COM **approved the Welfare Sub-Committee's recommendation to equalize the financial assistance at Rs. 50,000/- for both sons and daughters**. This revision shall be **effective from 12.03.2025** and applicable to applications **received on or after that date**.
- 6.4 Further, it was informed that for **completion of post-graduation (degree/diploma) courses in non-maritime stream** from UGC-approved/Deemed Universities or AICTE-approved institutes, **daughters of seafarers currently receive Rs. 25,000/-**, and **sons receive Rs. 15,000/-**.
- 6.5 After reviewing the number of applications and fund outflow, the COM approved the **recommendation of the Welfare Sub-Committee to make the assistance uniform at Rs. 25,000/- for both sons and daughters**. The other terms and conditions of the schemes are unchanged.

Agenda Item No. 7 : To consider & approve new welfare schemes for Stranded seafarers by way of providing financial assistance to their family members.

- 7.1 The Committee of Management considered the recommendations of the Welfare Sub-Committee regarding financial assistance to families of stranded/abandoned seafarers.
- 7.2 The COM approved the proposal to provide financial assistance of ₹10,000/- per month for a maximum period of 12 months (i.e., up to ₹1,20,000/- in total), or until the seafarer is no longer stranded, whichever is earlier. The assistance shall be given to the nominee of the stranded seafarer upon confirmation from the Government Shipping Office / Directorate General of Shipping – Crew Branch. The assistance will commence after two months from the date of confirmation of the seafarer's stranded/abandoned status, as confirmed by the Shipping Master / DSEO / Crew Branch. Only those seafarers engaged through Indian Shipping Companies or RPSL-registered companies will be eligible. The Scheme will be implemented w.e.f. today i.e. from 12.03.2025 for Seafarers stranded from this date.

Agenda Item No. 8 : To provide financial assistance by way of award to the children of seafarers.

- 8.1 The Committee considered the recommendation of the Welfare Sub-Committee to grant a financial award to meritorious children of seafarers.
- 8.2 The COM approved the introduction of a new scheme to provide a one-time award of ₹25,000/- to the child of a seafarer who secures the top position in a full-time final degree or post-graduation degree examination from an Indian University recognized by the UGC or a Deemed University. The other eligibility criteria for this scheme shall be the same as per Family Benefit Scheme.

Agenda Item No. 9 : To consider organizing regular programmes/events for seafarers' wellbeing.

- 9.1 The Committee reviewed the proposal for organizing regular programmes and events for the welfare of seafarers.
- 9.2 The COM approved the recommendation of the Welfare Sub-Committee to organize/participate in regular events such as Crew Connect Programmes, Seafarers Day Celebrations, NMDC Programmes, etc., to enhance awareness and interaction with the seafaring community. A budgetary provision of ₹5,00,000/- per quarter (₹20,00,000/- per annum) was also approved for organizing such events. The actual expenditure incurred in each quarter will be placed before the Welfare Committee in the subsequent meeting for review.

Agenda Item No. 10 : To appraise the status of pending court cases.

- 10.1 The Members have gone through the status & noted the same

Agenda Item No. 11 : To appraise about the engagement of Internal & Statutory Auditor for the SWFS

- 11.1 The **Chief Administrative-cum-Accounts Officer (CAAO)** informed the COM that the **Request for Proposal (RFP)** for the engagement of **Internal Auditors and Statutory Auditors** was published on the **GeM portal**. However, post technical evaluation, it was found that the shortlisted bidders were **based outside the Mumbai region**.
- 11.2 Since the nature of the audit requires proximity and regular interaction, it is preferable to engage audit firms **having an office in the Mumbai region**. Accordingly, the earlier tender process has been **cancelled**, and a **fresh tender** will be published at the earliest in consultation with **procurement experts/consultants from the Directorate General of Shipping**.

Agenda Item No. 12 : To consider the financial assistance by way of grants to the seafarers' clubs

- 12.1 The **Member Secretary** informed the COM that **presentations were made by the following port authorities** regarding financial assistance for setting up or upgrading Seafarers' Clubs:
1. Jawaharlal Nehru Port Authority (JNPA), Navi Mumbai.
 2. Principal Officer, Mercantile Marine Department (MMD), Chennai.
 3. Mormugao Port Authority
 4. Shyama Prasad Mukherjee Port, Kolkata
- 12.2 The Member Secretary informed that the **Welfare Sub-Committee**, after reviewing the presentations and detailed fund requirements, recommended that the **request from JNPA** be considered for **interior decoration and procurement of equipment** for their Seafarers' Club costing **Rs. 2,66,39,384/-**.
- 12.3 The COM discussed the proposal and, after deliberations with Welfare Sub-Committee members, **granted in-principle approval for providing financial assistance of Rs. 2,66,39,384/- to JNPA** towards the interior works and Procurement of equipment for the new Seafarers' Club compliance of on following terms and conditions.
- 12.3.1 The report of the JNPA Project Planning Department (PPD) giving the project details for the said project, duly approved by it.
 - 12.3.2 The written consent from the JNPA, that being a Government Organisation, the JNPA will implement all the project work, as per the provisions of the General Financial Rules (GFRs) and also as per Manual of Procurement of works, which will be followed while procuring the services & material required. All procurement of services and material will be done only through the Central Public Procurement Portal (CPPP) and no physical tendering process will be followed.
 - 12.3.3 The funds shall be released directly to JNPA and JNPA Competent Authority shall submit a statement of financial utilization and also a presentation on the work done to the Committee of Management, SWFS at appropriate period of time.
 - 12.3.4 The works done for the funds released could be subject to verification and audit as engaged by SWFS or DGS and JNPA to have no objection to the audit of the works limited to what has been undertaken for the fund released.
 - 12.3.5 The funds shall not be used for any other purpose other than what has been approved by the CoM, SWFS and necessary submission in this regard to be made in writing by JNPA.
 - 12.3.6 The utilization of funds shall be time-bound and post utilization of the said funds, JNPA to submit a utilization certificate from Chartered Accountant duly countersigned by competent authority of JNPA.
 - 12.3.7 JNPA to ensure that a notice shall be displayed appropriately at all assets created by the capital expenditure of the funds provided by SWFS as '*funded by the Seafarers' Welfare Fund Society under the Directorate General of Shipping*' prominently including on any mobile assets like vehicles, etc.
 - 12.3.8 JNPA to ensure that any funds un-utilized shall be refunded and the funds shall be utilized exclusively as per conditions at (iii) above and any amendment or change in the same shall be subject to formal approval of the Committee of Management and shall be limited to the specific objective of seafarer's welfare and creation of infrastructure / facility thereof.

- 12.4 Regarding financial assistance to the other three ports, the Member Secretary informed that those authorities have been advised during their presentation to **comply with SWBAT conditions** and address queries raised by Welfare Sub-Committee members. After receipt of their compliance reports, **a second round of discussions will be conducted** to consider their requests.

Agenda Item No. 13 : To consider the request of NMDC for funding for National Maritime Day celebration events.

- 13.1 The **Member Secretary** informed that the **Welfare Sub-Committee**, in its meeting held earlier in the day, has recommended a **budgetary provision of Rs. 5,00,000/- per quarter** (i.e., **Rs. 20,00,000/- per annum**) for organizing **seafarer-related programs and Crew Connect events**, including expenses for **MNDC events**.
- 13.2 It was clarified that **no separate funding will be allocated for MNDC events**; all related expenses will be covered under this common budgetary head.