

SEAFARERS' WELFARE FUND SOCIETY

(Autonomous Body of Ministry of Ports, Shipping and Waterways Government of India)

(Registered Charitable Trust-Regn. No.F/1364/BOM)

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06 MAR 2025

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Date: 03/03/2025.

To

All Members of the Committee of Management (COM) of the SWFS.

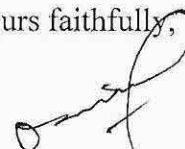
- 1 Shri. Shyam Jagannathan, IAS, Director General of Shipping, & Chairman-SWFS
- 2 Shri. Mandeep Singh Randhawa, Director (MA & MT), Ministry of Shipping, Member-SWFS
- 3 Capt. Daniel J. Joseph, Deputy Director General of Shipping (Crew) & Member Secretary-SWFS
- 4 Shri. Mukul Dutta, Shipping Master, Mumbai, & Member Treasurer-SWFS
- 5 Capt. Sujit Churi, Member-SWFS
- 6 Capt. Kenneth G. Sajnani, Member-SWFS
- 7 Capt. C. Carvalho, Member-SWFS
- 8 Capt. M.K. Patankar, Member-SWFS
- 9 Capt. Som Raj, Member-SWFS
- 10 Shri. Milind V Kandalgaonkar, Member-SWFS
- 11 Shri. Sunil V. Nair, Member-SWFS
- 12 Capt. Tushar Pradhan, Member-SWFS
- 13 Capt. Rajesh Tandon, Co-opted Member-SWFS
- 14 Capt. Sankalp Shukla, Co-opted Member-SWFS

Sub:-Minutes of the 100th meeting of the Committee of Management of the Seafarers' Welfare Fund Society held on 27/01/2025 @ 3.00 p.m.

Sir,

I am directed to forward herewith the minutes of the 100th meeting of the Committee of Management of the Seafarers' Welfare Fund Society, held on January 27, 2025, at 3:00 p.m. in hybrid mode. Kindly confirm receipt.

Yours faithfully,



(Capt. Daniel Joseph)
Member Secretary

Encl: as above.

SEAFARERS WELFARE FUND SOCIETY

MINUTES OF THE 100TH MEETING OF THE COMMITTEE OF MANAGEMENT OF THE SWFS HELD ON 27/01/2025.

1. The 100th meeting of the Committee of Management of the Seafarers Welfare Fund Society was held on 27/01/2025 @ 3.00 p.m. in the conference hall of the O/o the Directorate General of Shipping, Kanjurmarg, Mumbai on hybrid mode. The meeting was presided over by Shri Shyam Jagannathan, IAS, Director General of Shipping & Chairman of the Committee of Management of the Seafarers Welfare Fund Society.
2. The list of participants who attended the meeting is placed at Annexure-I hereto. Leave of absence was granted to Shri Mandeep Singh Randhawa, Director (MA & MT), MoPSW, GoI, Capt. C.Carvalho, Capt .K. Sajnani, & Capt. S. Shukla. Shri Sumit Nandan, Under Secretary, MoPSW, GoI attended meeting online on behalf of Shri Mandeep Singh Randhawa. Capt. Shiv Halbe attended on behalf of Capt. C. Carvalho.
3. The Member Secretary welcomed all the members who attended the meeting and the agenda items were taken up for discussions and following is the brief of the deliberations/ discussions and decisions taken during the meeting.

The Member Secretary informed that since the representatives of four Port Authorities have been invited to make the presentations for their projects, for which they made a request for financial assistance from the Seafarers' Welfare Fund Society, the agenda Item No. 14 will be taken first, with the permission of the Chair. The Chairman granted the permission for taking up agenda item no. 14 first and subsequently to continue with other agenda items.

4. **Agenda Item No.1 : Confirmation of the minutes of the 99th COM Meeting held 14/11/2024.**

The Member Secretary informed that the minutes of the 99th meeting of the Committee of Management (the COM) were forwarded to all COM Members vide mail dated 24.1.2025 and no specific comments received from any COM member till date. The COM members gone through the minutes and confirmed the same

5. **Agenda Item No. 2 : To approve the Action taken report on decision taken in 99th COM Meeting held on 14 /11/2024.**

After going through the details of action taken by the SWFS, the COM approved the ATR.

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

Due to paucity of time, the Chairman advised all the COM Members to take two weeks' time to study the submission / details given in the Procurement Plan (Annual Budget for Fin. Year 2025-26) and to be discussed in the next COM meeting.

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

- 7.1** The CAAO informed that the Fund Manager has invested the funds as per the Investment policy of the SWFS
- 7.2.** Capt. Tandon desired to know how the investments are held by the Fund Manager, whether in physical form or in dematerialize form and what is the check point to ensure that the invested instruments are held in the name of the SWFS. The CAAO informed that the investments are held in Demat form and M/s. SBI SG Global Securities Private Ltd. is the Custodian of all our investment. The Fund Manager i.e. SBI Funds Management Private Ltd. engages the external Chartered Accountancy Firm for the Audit of their Clients investments, accordingly every year the audit of our Funds is done by the Chartered Accountancy Firm and the Audited report along with the Balance sheet and Income Expenses Accounts of our Investments is submitted to us.
- 7.3.** Capt. Tandon further desired to know whether any verification is being done from the administration side, about the investment documents / receipts /instruments are really held in the name of the SWFS. The CAAO replied that no such verification is done so far. Capt. Tandon suggested that there should be some mechanism to check that the instruments are held in the name of the SWFS from time to time and the same record should be available with the administration. The Chairman suggested that there should be somebody who should monitor what the Fund Manager is doing and they are doing it correctly and request them to submit the monthly statement and it should be checked by the administration, so that everything is clear.
- 7.4.** It was informed that since January, 2015 the fund management is being done by M/s. SBI Funds Management Private Limited and the funds custodian is M/s. SBI SG Global Securities Private Limited. The contract was periodically renewed and is renewed up to 30.6.2025. The Chairman advised that before the completion of contract the SWFS should bid out for new Fund Manager and Custodian. The Chairman advised all the COM Members to study the details given in the agenda about the various investments made by the Fund Manager so that it can be discussed in the next COM Meeting and directed CAAO that the representative of Fund Manager & the Custodian be invited in the next COM meeting for clarification from the COM Members.

8. Agenda Item No. 5 : To consider and approve new welfare scheme for death cases on board/ presumed death cases (i.e.missing cases)

The Member Secretary informed that he will provide more details on the subject matter of the agenda on the google drive to obtain comments by the COM Members and decided that this agenda item will be discussed in the next COM Meeting.

9. **Agenda Item No. 6 : To consider enhancing the existing financial assistance under 'Family Benefit Scheme' for (i) Completion of Pre-sea training course, for Son & Daughter at par & (ii) completion of Post-graduation Degree/ Diploma (other than Maritime Stream), for Son & Daughter at par.**

9.1 The Member Secretary informed that this agenda item will be discussed in the next COM Meeting, after considering the inflow / outflow under welfare fund.

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

10.1 The Member Secretary informed that he will provide more details on the subject matter of the agenda on the google drive to obtain comments by the COM Members and decided that this agenda item will be discussed in the next COM Meeting.

11. **Agenda Item No. 8 : To provide financial assistance by way of award and Medal to the Children of seafarers topping University Degree Programmes.**

11.1 The Member Secretary informed that this agenda item will be discussed in the next COM Meeting, after considering the inflow / outflow under welfare fund.

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

12.1. The Member Secretary informed that this agenda item will be discussed in the next COM Meeting, after considering the inflow / outflow under the welfare fund.

12.2. The Chairman said that for Crew Connect Programmes / events there should be a formal proposal with the costing etc. and the approval for expenses be approved in the next COM.

13. **Agenda Item No.10: To appraise the status of pending Court cases.**

The Members have gone through the status & noted the same.

14. **Agenda Item No.11: To appraise about the engagement of Legal Consultant & Tax Consultant.**

It was informed that the Bid for the engagement of Legal consultant is been published on the GeM. The Chairman suggested that, the Directorate is also in the process of engaging the legal consultants and SWFS can take the support from this team on cost basis, if the COM approve. But the COM can take a separate decision on having its own legal consultant for SWFS functioning. Capt. Daniel said, that if required SWFS can take the second opinion on legal issued from the DGS Legal team. Regarding the Tax consultant the bid will be published on the GeM and the COM members will be appraised about the outcome of the bids for engagement of consultants.

15. Agenda Item No.12: To appraise about the engagement of Internal & Statutory Auditors for the SWFS.

It was informed that the bids are received for the engagement of Internal auditors and after the evaluation of technical criteria the further process will be undertaken. Regarding engagement of Statutory auditors, the bid will be published on the GeM.

16. Agenda Item No.13: To appraise about the SWFS – ERP project.

It was informed that the revised Request for Proposal (RFP) for engaging System Integrator for the project, has been published on CPPP inviting open bids and after receipt of bids the technical evaluation will be done.

17. Agenda Item No.14: To consider the financial assistance by way of grants to the Seafarers' Clubs.

17.1. The presentations were made by their representatives of Port Authorities / MMDs, who attended online.

- (i) Capt. Pawar, Dy. Conservator, Jawaharlal Nehru Port Authority (JNPA)
- (ii) Capt. Vikrant Rai, POMMD, Kolkata,
- (iii) Dy. Conservator, Mormugao Port Authority,
- (iv) Capt. K. M. Rao, PO MMD, Chennai.

17.2. The Member Secretary invited Capt. Pawar, Dy. Conservator, JNPA to make the presentation:

17.2.1 Capt. Pawar, from JNPA made presentation on project for Seafarers' Club in JNPA port area. He informed that in the New Building, the JNPA has allotted one full floor having around 4500 sq. feet area, exclusively for Seafarers' Club, which is near South Gate. This club will be in alignment with the SWFS mandate. And with the core mandate of the SWFS, which is to promote and enhance the welfare of Indian seafarers, this club will serve as a dedicated facility for the recreational, social and educational need, ensuring the seafarers' holistic wellbeing while they are at the port. He further informed that for the sustainability of the club, the JNPA has already started collecting welfare levy fees of Rs. 1500/- per vessel from flag flags vessels docking at the Port, which will be utilised for the day-to-day operation and maintenance of the club purpose.

17.2.2. He further informed that the JNPA requires the total financial assistance / grant of Rs.3.06 crores from the SWFS, towards the capital expenses such as entire interior cost with high standard material costing Rs. 2.66 crores and 2 Green vehicles costing Rs. 0.40 crores. He further informed that the JNPA requires two green vehicles for transportation of seafarers from jetty point to the club. The JNPA has set up their internal committee for approving the operational budget / expenses and approve the same. He further informed that their club will be a Green Club Model, which will install Solar panels to reduce the electricity cost, use of energy efficient lighting appliances. The Port Authority is also planning for partnership and sponsorship programmes with the Shipping companies to share the operational costs. The JNPA has already formed the Port Welfare Committee consisting of 11 members.

- 17.2.3. Capt.. Halbe had asked for what purpose you require the Fund of Rs. 2.66 crores from SWFS. Capt. Pawar informed that the existing Seafarers Club is very small and they are planning to have a seafarers' club in new building on first floor which is approx. 12000 sq. feet area. The construction of the building is already completed, only the interior work and equipment / furniture are required such as Projector television, chairs, cupboards, refrigerator, sofa, massage chairs, laptop, printers etc. for which we require the fund. Capt. Pawar confirmed that JNPA requires only one-time financial assistance for the above work / purchases and the revenue / day-to-day expenses will be met from our internal sources by way of collecting the levy fees from each foreign flag vessels.
- 17.2.4 Capt. Tandon requested to provide the break-up of the fund required by the JNPA. And after going through the break-up he observed that most of the fund requested is towards infrastructure and utilities and stated that whether the same can be permitted within the scope of the SWFS,
- 17.2.5 The Member Secretary ask the representative of JNPA about why they need the fund from the SWFS, why it cannot be funded by the JNP authority? Capt. Tandon also consented for the question raised by the Member Secretary. Capt. Pawar informed that there are lot of infrastructure work if undertaken by the JNPA. As far as Seafarers' club is concerned the same is going to be utilised by the seafarers and the SWFS can be a part of the JNPA and hence the request is made for funding.
- 17.2.6. Capt. Tushar Pradhan asked whether there will be a medical emergency centre in the new building for the seafarers. Capt. Pawar informed that there will be a medical facility provided to seafarers plus for any emergencies or anything the Port hospital is available.
- 17.2.7 Shri Milind Kandalgaonkar informed that the two green vehicles request made by the JNPA can be fulfilled from the NUSI-ITF trust. The Member Secretary & other COM members appreciated the NUSI representatives support to JNPA for providing two green vehicles for transportation of seafarers from Jetty to Seafarers' club. He further requested the NUSI representatives to appraise the SWFS COM about the decision of the NUSI ITF Trust, just for the information to the SWFS COM Members.
- 17.2.8 The Member Secretary asked whether the JNPA has fulfilled the 12 requirements as per DGS Circular No. 10 of 2024. The JNPA representative informed that most of the requirement we are going to fulfil and if anything is left, our committee will do the same.
- 17.2.9 The Chairman informed that whatever observation are made by the COM, he has only two submissions to be made at the very initial stage that since JNPA is going to be the implementing authority through their Project Planning Department (PPD), the report of the PPD is need to be submitted to the SWFS to be discussed and taken on record of the SWFS for obtaining in-principal approval of the COM for the implementation of the project work and secondly there has to be formal agreement to be entered into for this. He further informed that JNPA being a government office and there is an implementation committee, the clause to be included in the agreement that the JNPA will implement the project work as per the provisions in the General Financial Rules and also as per Manual of Procurement of works will be followed by it. The JNPA will accordingly communicate about these two observations along with their approved project details by the PPD, to the SWFS,

- 17.8.10 The Member Secretary advised the representative of the JNPA to provide the details at the earliest, to be placed before the COM of the SWFS to obtain in-principal approval for the project cost.
- 17.3. The Member Secretary then invited the Mormugoa Port Authority (MPA) to make the presentation,
- 17.3.1 The Chief Engineer- Civil Branch of MPA started the presentation. He first informed that the MPA has one old structure building consisting of ground plus one floor, which is being used as an Officers' club. He informed that the location of the club is very close to the harbour as well as railway station and airport. Also, this club premises is close by to the MPA township. Since the number of officers strength has reduced the MPA has decided to provide this space for Seafarers' Club. This club will bring a lot of joy to the seafarers, which number is increasing and also due to international / domestic cruise terminal expected in Goa.
- 17.3.2 The MPA representative informed that the authority has decided to demolish the existing structure of Ground Plus one and construct new building consisting of Ground Plus three floors, with sufficient number of rooms and other facilities for seafarers. The total area of the new structure will be approx. 375 sq. meter. The MPA has proposed the entrance reception, Bar, Restaurant, kitchen, pantry on the ground floor, on first & second floor it is proposed to have seven rooms each for seafarers stay and third floor will have a conference room, library and three suites.
- 17.3.3. He further informed that the adjacent structure which is an Ancillary Building will be refurbished and the ground floor of this building will be used for Pool games, currency exchange counter, Gym, washrooms and the first floor will have multipurpose use. Also, in the nearby area of this proposed structure, the MPA proposes to have a small swimming pool of 6x10 meters and the parking are for 25 vehicles. Also proposed to have a dance floor and a stage which can be used by seafarers for their family gatherings and programmes. Thus, the total area available is approx. 5005 sq. meters which consists of the ancillary building of approx. 494 sq. meter and old structure (Bungalow) of 273 sq. meters.
- 17.3.4 Thereafter the MPA representative have shown the slides consisting of the premises and the proposed building structure, ancillary building, swimming pool area, parking area etc. and he informed that for all this civil works , swimming pool, other ancillary works electrification and other works the total comes to around Rs. 12.9 crores i.e. approx. Rs. 13 Crores.
- 17.3.5 After the presentation is over the Member Secretary asked, why the MPA is requesting funding from the SWFS. The Financial advisor and Chief Accounts Office of MPA Mr. Ananda T. informed that the MPA is one of the smallest and poorest among all the Ports and continuously for the last three years the port is incurring the losses. The number of cargo ships and merchant ships docking at MPA is very less as compared to JNPA. And hence to execute this project we need external support and grants and hence we request SWFS to fund this project. The MPA representative informed that they went ahead with the project on the basis of assurance given to them that everything will be funded.
- 17.3.6 The Chairman questioned the MPA representative that it is asking for one-time capital cost, but nothing has been said about who will be responsible for the upkeep of the building, because the

SWFS is not going to fund for any recurring/operational or maintenance cost. He further informed that the SWFS is a funding entity for seafarers' welfare or creating seafarers' welfare infrastructure, where there are the facilities for seafarers who are either signing-on or signing-off and for their transit or other duties, which are mentioned in the DGS Circular no. 10 of 2024. So the basic question is who will maintain the club.

- 17.3.7. The MPA representative informed that it can have two modes. The first one is to float a tender, based on revenue share model and engage the Contractor to maintain the club and the other model is to outsource the activities on revenue sharing basis.
- 17.3.8. The Chairman then requested the COM Members to examine whether there is a clear financial viability, post the funding of capital cost. He further informed that the SWFS will fund only the Capital cost of the infrastructure project provided there is a viability for the project and that has to come through from the MPA very clearly. He further requested the MPA representative to specify which model they are intending to do for the operational recurring expenses and submit the same. He further ask the Member Secretary and COM Members to their comments.
- 17.3.9 The Member Secretary informed that the DGS has issued the Order dated 8 of 2024 and Crew Branch Circular no. 10 of 2024 for creation of Port Welfare Committee consisting all the constituent and fulfilment of all the requirements as mentioned in the circular. He further requested the MPA representative to submit the proper proposal, how the project will be successful and sustainable.
- 17.3.10 Capt. Tandon pointed to the matter referred in the presentation, where it was informed by the MPA representative that there is a lot of seafarers who are resident in Goa. And asked whether the seafarers who are ashore also will be entitled to visit the club facilities. The MPA representative informed that there is a demand from the seafarers for club facilities and presently they do not have the facility where they can come together and have some recreational facility for them and also their family members. So if the seafarers come along with their families to avail the club facilities, the number of footfalls will increase and it will become financial viable. Capt. Tandon asked, if the club is inside the Port are how the outsiders will be managed. The MPA representative replied that the club is not in the port operational area, it is very much outside the Port area, close to the administrative building.
- 17.3.11 Capt. Tandon has raised the point that what benefit is going to accrue to the seafarers of vessels calling at the Port , because the objective of the MLC and the Port Welfare Committee is to provide welfare and recreation facility to the seafarers who are on Board and the priority for the SWFS is to get involved in such welfare facilities which would be provided to the seafarers who are on board the ships and calling the Ports. The MPA representative assure that they will ensure to provide the welfare facilities to the seafarers on board during their transshipment period.
- 17.3.12 The MPA representative was communicated that the primary objective as per the MLC and the SWFS objects, mandate is providing welfare facilities to the seafarers in port or nearby whatever it is. So seafarers preferable coming from ships, it should not happen that the facility which is there is being crowded by the seafarers from ashore or on land and the actual seafarers are not able to utilised. The MPA representative informed that they will give first priority to the seafarers on board ships

17.3.13 The Chairman informed all the COM Members that he wanted to submit as follows (i) First that the all of us are looking at creating the seafarer's welfare infrastructure and we are very clear that it is limited to 12 Government Run Ports. After that with the COM we can expand the ambit & we will look for other ports also. (ii) The second submission is that the MPA has proposed a project of Rs. 13 crores, which is on port land, but outside the port operational area and as Capt. Tandon has rightly mandated that seafarer's welfare infrastructure is priority for the seafarers onboard. The JNPA club is in port operational area. The MPA has to take the decision of whether to refurbish the existing infrastructure or to demolish and build a fresh or do a phased manner construction with only ground floor first, then first floor and then second floor, the examination and decision in this regard is to be taken by the MPA. (iii) The third part is regarding the operation and maintenance expenditure of the club. The Constitution of the Port Welfare Committee has to reflect very clearly to the Committee of Management of the SWFS that there is a financial viability to the capital investment and welfare support that is originating from the SWFS Funds. And (iv) Finally the Port Welfare Committee is to be constituted and the Engineering Division of the Port authority, which is a government port, that the MPA will comply with General Financial Rules and the manual of procurement of works and SWFS will have a right to deploy own technical resources for oversight, audit etc. if at all the project is commissioned. After this the Chairman requested the MPA representative, for clear representation giving clarity to above four aspects by the Port authority and requested that the other COM members can take a decision accordingly,

17.3.14 The Member Secretary requested the MPA representatives to come back with the proposal as Chairman elaborated and will be reviewed the proposal with the COM.

17.4. **The Member Secretary then invited the PO MMD Chennai to make the presentation,**

17.4.1. Mr. Murthy, the Secretary to the Seafarers' Club, Chennai has presented the presentation. He informed that there are three matters for which the funding is requested from the SWFS.

17.4.2. He first took up the issue of settlement of pending lease rent of the premises, which is amounting to Rs. 44.82 Lacs, giving the period-wise backlog of lease rent, which is to be paid immediately to the Tamil Nadu State Government. He said that due to lack of operational revenue due to poor occupancy post COVID period the club administration is not able to pay the backlog of lease rent and requested for immediate release of funds.

17.4.3. Mr. Murthy, then presented second issue of renovation of club building. He informed that due to water seepage from the roof, there is a damage to the ceiling and walls in most of the rooms and this needs to be renovated urgently. He further informed that the Conference Hall, the reception area also required the renovation. Also, the club is planning to install CCTV in the club premises.

17.4.4. Capt. K.M. Rao, Principal Officer, Chennai MMD informed that they have initiated the steps for renovation, by engaging then NPCC Services Limited for handling the whole renovation project. The NPCC Services Limited is a subsidiary of NBCC, a Central Government PSU, under the Ministry of Urban Affairs, Govt, of India. The NPCC has submitted the detailed project work and project expenses of Rs. 3.09 crores. The renovation & modernisation to the

Club will provide the comfortable and safe accommodation facility to the seafarers. Thereafter Mr. Murthy presented the earnings of the clubs pre-covid period and post-covid period and the expenses incurred, to justify the losses incurred by the Club and hence not able to carry out the renovation work, due to insufficient fund.

- 17.4.5. Thereafter Mr. Murthy made presentation for making Officer's Lawn and restaurant. He informed that the existing structure in the corner of the Club premises can be renovated for this purpose. In this renovated premises, the club can provide seminar services, social gathering of officers & their families and one restaurant facility. The project cost for this renovation is Rs.15 lacs, for which the PO MMD Chennai has submitted a request to SWFS.
- 17.4.6 Capt. Tandon expressed that the SWFS is working towards welfare of seafarers. If the Club is creating a separate Officers' lawn or any other facility, which is to be supported by the SWFS Funds, this facility is to be provided to both officers and rating without any discrimination, Otherwise the whole purpose of the SWFS cannot be fulfilled. Further he also wanted to know whether this facility will be provided for seafarers on-board or other also i.e. ashore seafarers and their families.
- 17.4.7. Capt. K.M. Rao, POMMD, Chennai clarified that actually, it is not the "Officers' Lawn", but it is "Family Lawn". By mistake it is said "Officers' Lawn". Further he clarified that this facility will be provided to all the seafarers and both the categories i.e. officers as well as ratings and their families.
- 17.4.8. The Chairman informed that the COM's approval always is an in-principal approval. It cannot be that, whenever the money is released irrespective to any project proposal, the COM will always give an in-principal approval, and there will be no liability on the COM collectively, for any subsequent misuse, misappropriation etc. by the implementing agency, if it is not done properly. He further said that firstly the 'in-principal' approval given by the COM are always pre-conditioned to the implementation of the project, by the implementing agency. The compliance with the General Financial Rules and the manual of procurement of works under GFR 133 which states that the agency can give the civil work, electrical works, technical work etc. to the public sector entity which has its own engineering vertical, because neither the DG Shipping nor SWFS have any engineering vertical. Secondly the SWFS can employ third party audit for any releases on site for implementation. These are the preconditions. The SWFS shall also bring in the management aspect such as Project Management software, which will document and record the work being done every day as per actual record of bill of quantities and should be reflected in the books of accounts duly audited.
- 17.4.9. The Chairman further stated that all the project expenditure is focused on the welfare of the seafarers, which is the primary objective of the SWFS and there will be no operational and management expenditure will be funded from the SWFS. Thus, the club will look only at one original work, which could be a new project that is completely constructing greenfield or it could be a refurbishment or a renovation for which the capital amount will be considered for.
- 17.4.10. The Chairman further stated that the SWFS office technical ability is also extremely limited. So we need to have a real check on how we are going to exactly and keep record of this projects, which are 8 to 10 projects at present from out of 12 major government ports, to which we are presently focusing. If we open up to private and other minor ports which are more than 200 in numbers, and the number of projects which are more than 50 projects, if the fund availability is there, then it will have a significant impact on operation of the SWFS office.

Perhaps this is the reason why the SWFS has not engaged in this activity of creation of welfare infrastructure, which now the DGS is willing to engage under the Circular no. 10 of 2024 and also to comply the MLC provisions.

17.4.11 The Chairman then requested the Principal Office, MMD Chennai, who is the Joint Secretary rank officer and involved in implementation of the projects, the implementing agency will follow the terms of maintaining the records by way of government procedures and will procure everything on the government e market portal.

17.4.12 It was also informed that the SWFS had bid out for the PSU entity M/s. WAPCOS, which has submitted the lowest quote of 2.1% of the project cost, whereas NBCC Services Limited has quoted a 13% of project cost, which is a huge difference. That means the entire project proposal need to be reworked out with the agency. The Management Committee of Chennai Seafarers' club is requested to reexamine at the cost of the renovation project, revalidate it and then come back for the approval for award of the works. He further said that the precondition for the approval for all such works, which are of capital expenditure nature out of the SWFS funds, will mandatorily be only through the bidding on the Central Public Procurement Portal (CPPP) for works. No physical tenders shall be invited.

17.4.13 Regarding the fund for the payment of backlog of lease rent is concerned the Chairman said that the matter is left to the other COM Members to decide because this is more of a revenue nature, but it is an outstanding deal. The other COM members can decide. No decision has been taken by the COM in all those three issues of the Chennai Seafarers' Club.

17.5 **The Member Secretary then invited the Shyama Prasad Mukerjee Port Authority representative Capt. Guha to make the presentation.**

17.5.1. Since there was a technical problem in making presentation the Member Secretary advise them to make the presentation in next COM Meeting. The Member Secretary also informed to the COM Members that the Haldia Port Authority has also two projects, which also can be taken up in the next COM Meeting.

17.5.2 Capt. Tandon informed that the Calcutta Club has defaulted the deposit of statutory dues such as EPF, ESIC etc. He said that the SWFS cannot be funding for these statutory dues. These dues be cleared first by the Club or Port authority. Shri Milind Kandalgaonkar consented to the same for clearance of statutory dues first. The Chairman also strongly seconded saying that all statutory dues need to be cleared by the Clubs' Management Committee.

17.5.3. The Member Secretary suggested that, despite that fact the Kolkata Club has logged out, we should record in our minutes, that the Kolkata Club should first clear all their statutory dues & other liabilities first.

17.5.4 Capt. Halbe stated that the COM has taken the decision that they will not fund for routine expenses or revenue expenses and the COM will only look for Capital expenses which are directly benefitting to the seafarers. He further said that Chennai Club has indicated Rs. 45 lacs outstanding land lease rent, which is an operational expense and according to him the Club need to look at it themselves.

- 17.5.5. The Chairman stated that he also agrees in-principal with the statement made by Capt. Halbe. But he requested the COM to revisit on two issues, which he will take up after the completion of all the agenda items, and till that time not to take any decision by the COM. He said that he agrees for funding for capital expenses. He further said that the Chennai Club has a Bar licence, so their revenue earning would be such that they can go ahead and clear the outstanding lease rentals in a piecemeal manner and settle it themselves rather than asking fund from SWFS, because this will set a precedent for others, which is not what the COM should be doing. Regarding Kolkata Club he further clarified that SWFS don't get into any operational part expenses and as Capt. Tandon rightly said that an organisation which has a Management Committee predating 1931 and not having been revisited. He further stated that as DDG Crew had mentioned, whether the Port Welfare Committee is constituted by the Kolkata Port authority? Have the concepts which are there in DGS Circular 10 of 2024 been incorporated? And third basically their statutory dues, which are outstanding cannot be paid from the SWFS funds. It is the Club entity which has to ensure the compliance and clearance of all statutory dues and then only it becomes legible for any kind of pecuniary relationship with the SWFS.
- 17.5.6. The Chairman then directed the Member Secretary to proceed with the normal agenda points.
- 17.6 After completion of all the agenda items, Capt. Tandon desired to know, whether any decision has been taken on agenda no. 14 i.e. to provide the financial assistance to Seafarers' Clubs.
- 17.7. The Chairman clarified that no such decision has been taken at present. He further said the COM has to come to a decision that what is meant by in-principal approval and what is a standard operating procedure for implementing work projects only then the decisions will be taken. He further said that if required we will discuss / rediscuss and may ask the implementing agencies i.e. the Port authorities / MMDs to make the presentations once, twice, thrice, before the COM comes to a consensus decision.
- 17.8. The Chairman finally said that there are four aspects which are very key to the projects.
- 17.8.1 The first is the in-principal approval of the COM of the SWFS on preconditions which are acceptable by the implementing agencies, so that whatever misuse or misrepresentation being done will not adversely reflect on the COM.
- 17.8.2. Secondly implementation of the projects will be done by the implementing agency as per General Financial Rules and as per Manual of Procurement of works norms and that the SWFS will have the liberty to engage the third party for onsite visit for project monitoring for actual records of bill of quantities.
- 17.8.3. Thirdly the SWFS will provide the grant only for the Capital expenses and refill furnishment of works.
- 17.8.4. And fourth and the last, the bidding for whatever project requirement, has to be done only on the Central Public Procurement Portal (CPPP) and no physical tendering process.
- 17.9. The Chairman said that these are the four aspects which are there, which will be considered while granting in-principal approval by the COM, but prior to it the members can have a discussions, input from each member, for taking it forward.

- 17.10. Capt. Halbe said that since there is a Welfare Sub-Committee (WSC) comprises of a small number of COM members, we can discuss this in the Welfare sub-committee and give a proposal to the COM so that their informed decision can be taken on this aspect.
- 17.11 The Chairman consented to the views of Capt. Halbe and further suggested to co-opt any other COM member on the Welfare sub-committee for this purpose and ask the implementing agencies to make one presentation before the WSC to clarify the issues, and submit to the COM for taking informed decisions.
18. **Any Other Agenda (a):** The Member Secretary informed that the CAAO will be retiring on December end and also the post of Assistant Administrative Officer, Assistant Accounts Officer and one accountant and Junior assistants post are vacant and we are planning for filling up of those post by amending the existing Recruitment Rules and the Staff Strength, as new schemes, new projects are coming up for which we require more staff. The Member Secretary and Member Treasurer with the assistance from the Personal Branch of the DG Shipping are working on this. And the amended Recruitment rules and required staff strength will be prepared and place in the COM Meeting for the consideration and approval.
19. **Any other Agenda (b):** Shri Mukul Dutta, Member Treasurer has submitted that in the morning there was a meeting of the NMDC Celebration Committee, where it was discuss about the contributions from the SWFS to celebrate the NMDC events.
- 19.1. The Chairman said that let the NMDC approach the SWFS for fund for celebration of NMDC event and then it will be discussed in the COM.
- 19.2 The Member Secretary suggested that the proposal received from the NMDC will be discussed in the WSC, being a welfare part and its recommendations will be placed in the COM Meeting. Capt. Halbe seconded to the views of the Chairman and further said that let the NMDC approach us saying what they wanted to do, without which we cannot go without funds. Shri Milind Kandalgaonkar seconded the views of Capt. Halbe.
20. After discussion with the COM members the Chairman directed to hold the next meeting physically on 28.2.2025 @ 3.00 pm in the Conference Hall of the Directorate.

The meeting concluded with a vote of thanks to the Chair.
