

**GUIDELINES
FOR THE
NATIONAL
MARITIME DAY
CELEBRATIONS
AWARDS 2017**

GUIDELINES FOR THE PRESENTATION OF "VARUNA AWARD"

1. The National Maritime Day Celebrations (Central) Committee has decided to institute its highest award to recognize and honor persons for their sustained and outstanding contribution to the Indian Maritime Sector.
2. The Award shall be called **Varuna Award** and shall consist of statue of Lord Varuna and a Citation. The Award shall be given on the occasion of National Maritime Day Celebrations of the relevant year, at the ceremony conducted in Mumbai.
3. **Eligibility** - Any person fulfilling the criteria of sustained and outstanding contribution to Indian Maritime Sector shall be eligible for consideration for the Award.
4. **Nomination** -
 - a) Nominations for the award can be made by Individuals, Companies, Firms, Associations or other Organizations, in the relevant format enclosed with these guidelines. Where nominations are made by Individuals these should carry at least two other recommendations (with their Address, Telephone No. and E-mail Id).
 - b) To properly assess selection of an eligible person for the award, nominations shall be accompanied by details of outstanding contributions, achievements or performance relating to the Indian Maritime Sector and include bio-data and other details of background material of the person nominated.
 - c) Nominations for the award shall be submitted to the National Maritime Day Celebrations (Central) Committee of the relevant year by **28th February, 2017**. Nomination shall be sent in sealed envelope with **Varuna Award** written thereon in bold letters.
6. **Evaluation** - The National Maritime Day Celebrations (Central) Committee will send such nominations for evaluation to an Evaluation Committee consisting of the following:

(a)	"Varuna Awardee" as decided by NMDC Central Committee	
(b)	Chairman, NMDC Organizing Committee	Chairman
(c)	Chairman, Indian Ports Association	Member
(d)	Chairman, Mumbai Port Trust	Member
(e)	Member Secretary, NMDC Central Committee	Member
(f)	General Secretary, National Union Seafarers of India	Member

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|-----|--|----------|
| (g) | General Secretary, Maritime Union of India | Member |
| (h) | President/Chairman, INSA | Member & |
| (i) | President/Chairman, MASSA | Member |

7. The Chairman of the Evaluation Committee will be the 'Varuna Awardee' of the year-2005 as, decided by the Central Committee in the meeting held on 18th December 2013.
8. If any of the members of the Evaluation Committee is nominated for the award in that year, he shall cease to be a member of this Committee. The Chairman of the Committee shall thereupon co-opt another person.
9. No currently serving officer of the Government (State or Central) will be considered for the award.
10. Any nominee not awarded in a particular year would be eligible to be considered again if re-nominated during the subsequent year/years.
11. There would be no bar on posthumous Award.
12. The Evaluation Committee shall, after due scrutiny and consideration, finalize the name of the person(s) for the VARUNA AWARD from among the nominations received during the year by the NMDCC. The decision of the Evaluation Committee shall be final.
13. If any year no person is found suitable for the award, the award shall not be given in that year.
14. The proceedings of the Evaluation Committee shall be governed by the above guidelines.
15. The name of the award winner will be announced by the Chairman of the National Maritime Day Celebrations (Central) Committee of the relevant year by mid March.

Varuna AwardApplication Format

1	Details of the Nominated Person	
	Name	
	Organization	
	Designation	
	Qualification	
	Date of Birth	
	Field of Specialization	
2	Name of the Nominating Organization/Individuals.	
3	Address of the Organization/Individuals with Tel No. /Email	
4	Recommendation with signed endorsement from Two others with Address and Tel No. (In the case of nomination by Individual) (1) (2)	
5	Details of Outstanding Contributions/ Achievements/ Performances (In not more than 100 words. Please enclose annexure for details and evidences)	

Name, Signature and Designation of the Individual/
 Authorized Signatory of the Association
 Forwarding the application to the NMDCC

Date:

Place :

**GUIDELINES FOR THE PRESENTATION OF "NMD AWARD
OF EXCELLENCE"**

- (a) The National Maritime Day Celebrations (Central) Committee has decided to institute an award to recognize and honor persons for their life time exceptional and distinguished achievements or performance at the senior functional level in Indian Maritime Sector.
2. The award shall be called "NMD Award of Excellence" and shall consist of a Trophy and a Citation. The award shall be given on the occasion of National Maritime Day Celebrations of the relevant year.
3. Eligibility - The award is open to individuals for their lifetime exceptional and distinguished achievements or performance at the senior functional level in Indian Maritime Sector outlined under (1) above.
4. Nomination -
 - (a) Nominations for the Award can be made by Individuals, Companies, Firms, Associations or other Organizations in the relevant format enclosed with these guidelines. Where nominations are made by Individuals these should carry at least two other recommendations. (with their Address, Telephone No., E-mail Id)
 - (b) To properly assess selection of a eligible person for the award, nominations shall be accompanied by details of exceptional and distinguished achievements or performance in Indian Maritime Sector and include bio-data and other details of background material of the person nominated.
 - (c) Nominations for the award shall be submitted to the National Maritime Day Celebrations Committee for the relevant year by 28th February, 2017. Nomination shall be sent in sealed envelope with NMD Award of Excellence, written on the top.
 - (d) The National Maritime Day Celebrations Committee will send such nominations for evaluation to the Evaluation Committee set up for conferring 'NMD Award of Excellence'
 - (e) If any of the above members of the Evaluation Committee is nominated for the award in that year, he shall cease to be a member of this Committee. The Chairman of the Committee shall thereupon co-opt another person to the committee.
6. No currently serving officer of the Government (State or Central) will be considered for the award.

7. Any nominee not awarded in a particular year would be eligible to be considered again if re-nominated during the subsequent year/years.
8. There would be no bar on posthumous Award.
9. The Evaluation Committee shall, after due scrutiny and consideration, finalize the name of the person (s) for the NMD AWARD OF EXCELLENCE from among the nominations received during the year by the NMDCC.
10. If any year no person is found suitable for the award, the award shall not be given in that year.
11. The proceedings of the Evaluation Committee shall be governed by the above guidelines.
12. The names of the award winner will be announced by the Chairman of the National Maritime Day Celebrations Committee of the relevant year by mid March.

NMD Award of ExcellenceApplication Format

1	Details of the Nominated Person	
	Name	
	Organization	
	Designation	
	Qualification	
	Date of Birth	
	Field of Specialization	
2	Name of the Nominating Organization/Individuals	
3	Address of the Organization/Individuals with Tel No. /Email	
4	Recommendation with signed endorsement from Two others with Address and Tel No.(In the case of nomination by Individual.) (1) (2)	
5	Details of Outstanding Contributions/ Achievements/ Performances (In not more than 100 words. Please enclose annexure for details and evidences)	

Name, Signature and Designation of the Individual/
Authorized Signatory of the Association

Date:

Forwarding the application to the NMDCC

Place :

**GUIDELINES FOR THE PRESENTATION OF AWARD FOR "OUTSTANDING
CONTRIBUTION TO MARITIME EDUCATION AND TRAINING"**

1. The National Maritime Day Celebrations (Central) Committee has decided to institute an award to recognize and honour distinguished individual(s) for their sustained contribution to the Maritime Education and Training.
2. The award shall be called **"Outstanding Contribution to Maritime Education and Training"** and shall consist of a Trophy and a Citation. The award shall be given on the occasion of National Maritime Day of the relevant year at the ceremony, conducted in Mumbai.
3. **Eligibility -** The award is open to Indian Nationals in the field of Maritime Education and Training.
4. **Nomination -**
 - a. Nominations for the Award can be made by Individuals, Training Institutes, Shipping Companies, or Associations in the relevant format enclosed with these guidelines. Where nominations are made by individuals these should carry at least two other recommendations. (With their Address, Telephone No., Fax No. and Email-Id).
 - b. To properly assess selection of an eligible person for the award, nominations shall be accompanied by Bio-data and other details of the person nominated.
 - c. Nominations for the award shall be submitted to the National Maritime Day Celebrations Committee of the relevant year by 28th February, 2017. Nomination shall be sent in sealed envelope with 'Outstanding Contribution to Maritime Education and Training', written on the top.
 - d. The National Maritime Day Celebrations (Central) Committee will send such nominations for evaluation to the "Evaluation Committee" set up for conferring 'Outstanding Contribution to Maritime Education and Training' Award'.
 - e. If any of the members of the Evaluation Committee is nominated for the award in that year, he/she shall cease to be a member of this Committee. The Chairman of the Committee shall thereupon co-opt another person to the committee.
6. No currently serving officer of the Government (State or Central) will be considered for the award.

7. Any nominee not awarded in a particular year, would be eligible to be considered again if re-nominated during the subsequent year/years.
8. There would be no bar on posthumous Award.
9. The Evaluation Committee shall, after due scrutiny and consideration, finalize the name of the person(s) for the 'Outstanding Contribution to Maritime Education and Training' Award from among the nominations received during the year by the NMDCC. The decision of the Evaluation Committee in selection of the awardees shall be final and binding. No complaint or dispute on this account shall be entertained from any individual or organization or body corporate whatsoever.
10. If in a year no person is found suitable for the award, the award shall not be given in that year.
11. The proceedings of the Evaluation Committee shall be governed by the above guidelines.
12. The names of the award winner will be announced by the Chairman of the National Maritime Day Celebrations (Central) Committee of the relevant year by mid March.

Outstanding Contribution to Maritime Education and Training**Nomination Form**

1	Details of the Nominated Person	
	Name	
	Organization	
	Designation	
	Professional Qualification	
	Date of Birth	
	Field of Specialization	
	Teaching Experience	
	Articles written / books published	
	Presentations made in National or International seminars	
2	Name of the Nominating Organization/Individuals	
3	Address of the Organization/Individuals with Tel No. / Email	
4	Recommendation with signed endorsement from Two others with Address and Tel No. (In the case of nomination by Individual) (1) (2)	
5	Details of Outstanding Contributions/ Achievements/ Performances(In not more than 100 words. Please enclose annexure for details and evidences)	

GUIDELINES FOR THE PRESENTATION OF "GALLANTRY AWARDS TO THE INDIAN SEAFARERS"

1. Purpose -

- a. To recognize acts of Gallantry performed by Indian Seamen employed in the Merchant Navy in India or elsewhere;
 - b. To introduce general emulation of their exemplary conduct;
 - c. And thus develop the best traditions among Indian Seamen.
2. For the purpose of these rules, the term Indian Seamen shall mean all seamen, including those engaged on Fishing Vessels, Inland Vessels, Port and Harbour Craft, Sailing Vessels and any other vessels plying on waterways connected with high seas.

3. Presentation -

- a) The awards will be made on the National Maritime Day every year.
- b) Generally, it is only heroic deeds done during the calendar year ended the 31st December preceding the National Maritime Day, will be considered for purpose of the award.

4. Act of Gallantry - The characteristic of an act Gallantry will include:

- (a) Outstanding Courage
- (b) Disregard of personal safety; and
- (c) Absence of any personal or selfish motive.
- (d) It must be unique or unusual. Something done in the normal course during the discharge of one's duties or responsibilities cannot claim the distinction.

5. Institution of an Award -

- a. Any person/organization/shipping company interested in seamen can institute an award. The award should be deposited with Director General of Shipping, Mumbai by 28th February, 2017. If desired by the donor, necessary fund may be earmarked and a public trust created with that fund, so that the interest accruing there from would be sufficient to cover the cost of the award. The award may be in the form of cash and/or annuity and/or any other form approved by the Director General of Shipping.

- b. In case a medal is presented, it may contain the name of the person commemorated but shall not include any photograph. It may also bear the name and rank of the person to whom it is presented. The design of the medal shall conform to the specifications previously communicated to the Director General of Shipping and approved by him.
 - c. The trust wherever formed may be given any name the donor(s) may wish to commemorate.
6. **Procedure regarding submission of particulars and recommendation** - A recommendation for the award may be made to the Director General of Shipping, Mumbai by the Master of a Ship in which Indian seamen are engaged through the owners of the ship. It may also be by the owner of a ship on his own initiative. It shall accompanied by a completed narration of all circumstances leading to the performance of the act of valour in question.
7. **Full details** -
- (a) The date of birth of the person concerned;
 - (b) His qualifications, experience and record of service;
 - (c) The accounts of eye witness, if any, of the specific act calling for recognition, should be furnished to the extent possible.
 - (d) If the award is to be made posthumously, the name and address of the legal heirs/representatives of the deceased will also be needed
8. **Panel of Judges** - The Director General of Shipping may, in consultation with the National Maritime Day Celebrations (Central) Committee, the Chairman of the trust if any constituted in connection with the awards, and other interests concerned appoint a panel of judges to examine the recommendations received for the grant of the awards and evaluate and select the deserving deeds in the order of their merit. The selection and assessment made by the panel shall be subject to the approval of the Director General of shipping whose decision in the matter shall be final and shall not be called in question.

9. Awards -

- a. In the event of more than one seamen being found to deserve the award, the panel of the judges may indicate which particular award should be made to which of the seamen selected by them. There is no ban to a single seamen getting an award more than once in different years or more than one award in the same year.
- b. If no award is presented in any particular year, the amount meant for it will be appropriated to increase the funds/for the purpose and may be utilized in due course, either for enlarging the value of the award or for presenting additional awards or for such other purpose connected with the welfare of seamen as the National Maritime Day Celebrations Committee may determine with the approval of the Director General of Shipping.

10. Presentation, Functions and Attendance of recipients etc. -

- a. The awards will be presented at a function organized to celebrate the National Maritime Day. The recipients or his legal heirs/representatives will be invited to attend the function and in the event of a posthumous award, he/she will be entitled to claim from the donor(s) the traveling expenses actually incurred by him/her in attending the function. When the circumstances of a case justify it, and award can be made by the Director General of Shipping through any local officer of authority nominated by them and at a time and place of his choice, subject to such conditions, he may stipulate for identifying the seamen or his legal heirs/ representative.
- b. The donor(s) for any of the awards/ National Maritime day Celebrations Committee may in its discretion, sanction part or whole of the expenditure that may be incurred by the recipient of the award or his heirs/representative in personally collecting the award

Note: The nominations shall be signed by two persons with full name & address.

Email nominations will not be accepted

Gallantry Award**Application Format**

1	Details of the Seafarer for Gallantry Award	
	Name	
	Name of Ship	
	Designation	
	Qualification	
	Date of Birth	
	Field of Specialization	
	CDC and Passport No.	
	INDOS No.	
	Next of Kin Name and Address	
2	Name of the Nominating Shipping Company	
3	Address of the Company with Tel No./Email	
4	Details of Ship and the Master	
5	Details of Outstanding Act of Gallantry (In not more than 100 words. Please enclose annexure for details and evidences)	

Name, Signature and Designation of the Individual/
Authorized Signatory of the Shipping Company
Forwarding the application to the NMDCC

Date:

Place:

CRITERIA FOR SELECTING THE 'BEST FOREIGN EMPLOYER OF INDIAN SEAFARERS'
Manning Agency/ Foreign Principals, who control slots for Indian Seafarers.

Application Format
(FOR THE MEMBERS OF FOSMA AND MASSA ONLY)

Name of the Shipping Company	
Name of the Contact Person	
Address of the Company	
Telephone No.	
Fax	
Email	
Name of the Association (FOSMA / MASSA)	
Year for NMDC Consideration	

		Calendar Years		Average	Weightage (*)	Final Figures
S.No.	Criteria of evaluation	2015	2016	2015 & 2016		
1	Average No. of Ships under control in the year				15	
2	Average No. of slots on board ships for Indian Seafarers (excluding trainees) in the year				15	
3	Retention rate of seafarers (excluding trainees). Note: i.e. <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> No. of Seafarers slots who continue employment at the year end. </div> <div style="text-align: center;"> ----- * 100 No. of Seafarers slot in the beginning of the same year </div>				20	
4	Complaints regarding the company as received by the SM				10	

5	Pre-joining / Signing - off related "welfare measures" for seafarers (i.e. privileges/facilities outlined in ILO documents)				15	
6	Seminars, Courses conducted for Officers' continuous professional development etc.				15	
7	Rate of growth or fall of number of slots for Indian Sea-farers.				10	

(*) - "Weightage" to be assigned annually by the NMDC Central Committee.

Name, Signature and Designation of
Authorized Signatory of the
Employer / owner forwarding the
Application to Association

Name, Signature and Designation of
Authorized Signatory of the Association
Forwarding the application to the NMDCC

Note: The nominations shall be signed by two persons with full names & address.

Email nominations will not be accepted.

**CRITERIA FOR SELECTING “THE MOST COMPASSIONATE EMPLOYER
OF INDIAN SEAFARERS”**

Indian Shipping Company/Foreign Employer who has rehabilitated maximum number of incapacitated Indian Seafarers in the most dignified manner, during the calendar year.

Application Format

Name of the Shipping Company	
Name of the Contact Person	
Address of the Company	
Telephone No.	
Fax	
Email	
Name of the Association (INSA/FOSMA/MASSA)	

Sr.No.	Criteria of Evaluation	Weight age (*)	Final figures
1.	Average no. of slots available for Indian seafarers during the calendar year 2016.	20	
2.	No. of Incapacitated Indian seafarers rehabilitated in 2016.	20	
3.	Average no. of days taken for settlement of compensation to the dependents considering all cases of injury and death.	20	
4.	Specific manifest & verifiable cases of benevolence shown to the employees, families / wards in distress.	30	

(*) - "Weight age" to be assigned annually by the NMDC Central Committee.

Name, Signature and Designation of
Authorized Signatory of the employer / owner
Forwarding the application to Association

Name, Signature and Designation of
Authorized Signatory of the Association
forwarding the application to the NMDCC

Note: The nominations shall be signed by two persons with full names & address.
Email nominations will not be accepted.

**CRITERIA FOR SELECTING "THE INDIAN SHIPPING COMPANY WITH HIGHEST
GROWTH OF INDIAN FLAG VESSELS"**

Indian Shipping Company showing addition under Indian flag. Only companies owning 5 or more ships in the base year (2016) will qualify.

Application Format

(FOR INSA MEMBERS ONLY)

Name of the Shipping Company	
Name of the Contact Person	
Address of the Company	
Telephone No.	
Fax	
Email	
Year for NMDC Consideration	

Year	2015	2016	Average	Y-o-Y Growth %	Weightage (*)	Final figures
No. of Ships owned					30	
Gross tonnage					35	
% Increase in employment of seafarers					35	

(*) - "Weightage" to be assigned annually by the NMDC Central Committee

Name, Signature and Designation of
Authorized Signatory of the employer/owner
forwarding the application to Association

Name, Signature and Designation of
Authorized Signatory of the Association
forwarding the application to the NMDCC

Note: The nominations shall be signed by two persons with full names & address.
Email nominations will not be accepted.

GUIDELINES FOR THE PRESENTATION OF "Eminent Overseas Maritime Personality AWARD"

1. The National Maritime Day Celebrations (Central) Committee has decided to institute a special award to recognize and honor NRIs, PIOs/ OCIs for their sustained and outstanding contribution to the Maritime Sector.
2. The Award shall be called Eminent Overseas Maritime Personality Award and shall consist of a ship model and a Citation. The Award shall be given on the occasion of National Maritime Day Celebrations of the relevant year, at the ceremony conducted in Mumbai.
3. **Eligibility** - Any NRI, PIO/OCI fulfilling the criteria of sustained and outstanding contribution to the Maritime Sector shall be eligible for consideration for the Award.
4. **Nomination** -
 - d) Nominations for the award can be made by Individuals, Companies, Firms, Associations or other Organizations, in the relevant format enclosed with these guidelines. Where nominations are made by Individuals these should carry at least two other recommendations (with their Address, Telephone No. and E-mail Id).
 - e) To properly assess selection of a eligible person for the award, nominations shall be accompanied by details of outstanding contributions, achievements or performance relating to the Maritime Sector and include bio-data and other details of background material of the person nominated.
 - f) Nominations for the award shall be submitted to the National Maritime Day Celebrations (Central) Committee of the relevant year by 28th February, 2017. Nomination shall be sent in sealed envelope with Eminent Overseas Maritime Personality Award written thereon in **bold letters**.
5. **Evaluation** - The evaluation committee shall be the same as constituted for the other NMD awards.
6. No currently serving officer of the Government (State or Central) will be considered for the award.
7. Any nominee not awarded in a particular year would be eligible to be considered again if re-nominated during the subsequent year/years.
8. There would be no bar on posthumous Award.

9. The Evaluation Committee shall, after due scrutiny and consideration, finalize the name of the person(s) for the EMINENT OVERSEAS MARITIME PERSONALITY AWARD from among the nominations received during the year by the NMDCC. The decision of the Evaluation Committee shall be final.
10. If any year no person is found suitable for the award, the award shall not be given in that year.
11. The proceedings of the Evaluation Committee shall be governed by the above guidelines.
12. The name of the award winner will be announced by the Chairman of the National Maritime Day Celebrations (Central) Committee of the relevant year by mid March.

Eminent Overseas Maritime Personality Award
Application Format

1	Details of the Nominated Person	
	Name	
	Organization	
	Designation	
	Qualification	
	Date of Birth	
	Field of Specialization	
2	Name of the Nominating Organization/Individuals.	
3	Address of the Organization/Individuals with Tel No. /Email	
4	Recommendation with signed endorsement from Two others with Address and Tel No. (In the case of nomination by Individual) (1) (2)	
5	Details of Outstanding Contributions/ Achievements/ Performances (In not more than 100 words. Please enclose annexure for details and evidences)	

Name, Signature and Designation of the Individual/
 Authorized Signatory of the Association
 forwarding the application to the NMDCC

Date:

Place :

MARITIME BRAVERY AWARDS

IMO Scheme for bravery awards has been developed to recognize the acts of bravery to rescue persons in distress at sea or to prevent catastrophic pollution of the environment. Nominations if any may be forwarded to the Directorate for scrutiny and onward transmission to IMO if deemed fit.

IMO launches Award for Exceptional Bravery at Sea

The International Maritime Organization (IMO), the United Nations specialized agency with responsibility for the safety and security of shipping and the prevention of marine pollution by ships, has launched a new award for exceptional bravery at sea.

The Award will, uniquely, provide international recognition for those who, at the risk of losing their own life, perform acts of exceptional bravery, displaying outstanding courage in attempting to save life at sea or in attempting to prevent or mitigate damage to the marine environment.

At its 97th session in June, the IMO Council gave the formal go-ahead for the Award, approving guidelines for the process of selecting the winner. Nominations are now being invited for the 2016 IMO Award for Exceptional Bravery at Sea.

Nominations are expected to focus on such factors as location of the incident; prevailing weather conditions; skill displayed; leadership demonstrated; determination to conduct the rescue operation; exceptional courage demonstrated; and degree of risk (to human lives and/or the marine environment) involved. The Award may also be granted-posthumously.

The Evaluation Committee shall, after due scrutiny and consideration, finalize the name of the person (s) for the from among the nominations received during the year by the NMDCC and onward transmission to IMO if deemed fit.

If any year no person is found suitable for the award, the award shall not be given in that year.

The proceedings of the Evaluation Committee shall be governed by the above guidelines.

The names of the award winner will be announced by the Chairman of the National Maritime Day Celebrations Committee of the relevant year by mid March.

**NOMINATION OF CANDIDATE FOR THE
“IMO AWARD FOR EXCEPTIONAL BRAVERY AT SEA”**

I, hereby nominate _____, for the IMO Award for Exceptional Bravery at Sea.

1.	Location of the incident	
2.	Prevailing weather condition	
3.	Skill displayed	
4.	Leadership demonstrated	
5.	Determination to conduct the rescue operation	
6.	Exceptional courage demonstrated	
7.	Degree of risk (to human lives and /or the marine environment) involved	
8.	Any other information supporting the nomination	
9.	Name of the Nominating Organization	
10.	Address of the Organization with Tel No./Email	
11.	Reference of Two Individuals with address and Tel No. (1) (2)	

Undertaking

I hereby undertake to abide by the terms and conditions as applicable to the selection of the awardee and do hereby assure that I will unequivocally accept the decision of the Award Committee / Evaluation Committee of the NMDC and shall not raise any dispute in any forum nor go for any litigation on this account.

Signature & Name of the Nominator

All nominations should be addressed to: Shri. Subhash Barguzer, Deputy Director General of Shipping & Member Secretary of National Maritime Day Celebrations (Central) Committee, Directorate General of Shipping, BETA building , 9th floor, I-Think Techno Campus, Kanjur Marg (East), Mumbai-400 042

Contact:

Shri Subhash Barguzer, DDG :- 022-25752018

Email Id :- barguzer-dgs@nic.in

NMDC : 022-25752058 & email ID : nmdc-dgs@nic.in