

104 th Meeting of the CoM	
Meeting Date and Time	07 th January 2026
Meeting Location	Directorate General of Shipping (DGS) and Microsoft Teams (Hybrid)
Committee of Management (CoM)	<ul style="list-style-type: none"> The list of participants is attached as Annexure – I.
DG Shipping	
SEED Resources	
External Participants	

The Deputy Director General (Shipping) welcomed all the attendees and commenced the meeting by outlining the structure for the SWFS Agenda Note.

Agenda A: Action Taken Report (ATR) of 103rd

CoM

Discussion:

- The list of abandoned seafarers received from the Crew Branch was verified. Upon contacting the seafarers listed, it was found that none were abandoned; accordingly, the financial assistance of ₹10,000 per month for up to one year was not disbursed.

Decisions:

- It was suggested that the updated list of abandoned seafarers provided by DSEO to the Crew Branch shall also be shared with ITF.
- The CoM approved the Minutes of the 103rd COM Meeting and also noted the Action Taken report attached with the agenda.

Agenda B: Welfare Initiatives

Agenda B.1: Extension of Azadi ka Amrit Mahotsav Schemes

Discussion:

- Shri Bowlekar informed the attendees about two schemes under the Azadi ka Amrit Mahotsav.
 - Financial assistance for deceased seafarers' families.
 - Assistance for seafarers aged 75 and above.
- The duration of these schemes was 26.01.2024 to 25.01.2025.
- He mentioned that approximately 150 applications received before this date are still pending due to lack of documents such as bank details and ID proof and requested an extension for document submission until 31.12.2026.

4. It was stated that a big challenge would be to reach out to the beneficiaries, for which it was suggested that associations can help out in reaching out to them.

Decisions:

1. A list of eligible beneficiaries can be sent out to various associations, who in turn can help in reaching out to the beneficiaries, so that they can come and claim their amounts.
2. The CoM approved for extension of both the Amrut Kal Schemes i.e. (i) for Super Senior Seafarers and (ii) Spouses of Deceased seafarers, up to 31.12.2026 only for applicants who submitted the applications before the final date of submission of applications and are pending for want of documentary clarification / papers

Agenda B.2: Merging of Death On-Board Scheme and Survivor Benefit Scheme

Discussion:

1. The potential merger of the Death on Board Scheme and the Survivors Benefit Scheme was discussed, but concerns were raised about differing eligibility requirements.
2. A proposal was made to merge the schemes and make them uniform and increase the financial assistance from ₹2,00,000 to ₹4,00,000 for the merged the scheme, considering the limited number of registered seafarers.
3. It was suggested to maintain both schemes separately to avoid complicating the criteria for beneficiaries.
4. There was a call for simplifying the application process and making it easier for beneficiaries to apply online, as visiting the SWFS office can be impractical.
5. Better communication and guidance for beneficiaries were highlighted as essential to ensure they know where to seek assistance.
6. A smaller group was proposed to study the merging of the two schemes and make recommendations for approval.
7. The current compensation for deceased seafarers was noted to be significantly lower than that offered by foreign companies, indicating a need for review.

Decisions:

1. A Welfare sub-committee to consider to rationalize existing schemes and improve awareness among seafarers regarding their options.

Agenda B.3: Seafarer Pranaam Scheme at Terminal T2, Mumbai Airport

Discussion:

1. Capt. Daniel J Joseph highlighted the urgency of starting the Pranam initiative due to a deadline set by the UK embassy, which could withdraw funding if not initiated by 15.01.2026.
2. The committee's previous report was mentioned, which had been approved in principle, and Capt. Daniel requested concurrence for moving forward with the project.
3. The committee decided to include an additional member at the Pranam helpdesk, who would be present in a rotational basis, to ensure continuity in case of absence of any other members.
4. The additional member has slightly increased the costs. This additional cost of ₹1,00,000 was discussed to be borne by the SWFS.
5. The funds for the Pranam helpdesk would be directed to Adani, who will manage salary distribution and other expenses, including airport charges.
6. Capt. Daniel confirmed that Adani would raise invoices for the expenses, ensuring that financial transactions remain transparent and direct.
7. The need for a detailed breakdown of costs and how the funds will be distributed among beneficiaries was emphasized, including service charges for recruitment.
8. The importance of having a proper Standard Operating Procedure (SOP) in place for the project was discussed, with Capt. Daniel stating that it is currently under review.

Decisions:

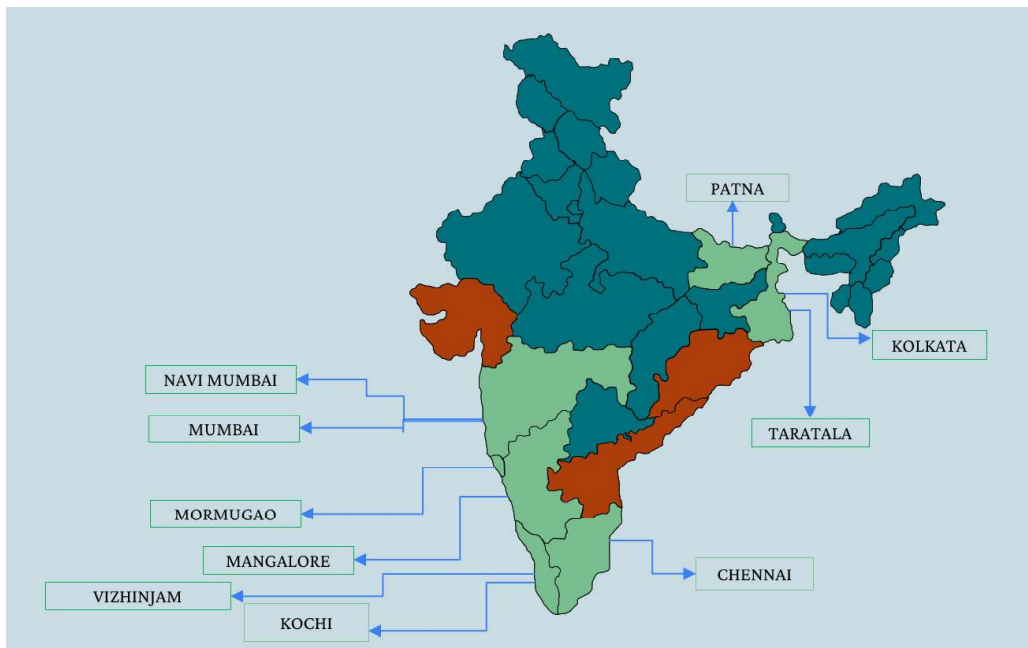
1. The committee agreed to proceed with the scheme for a duration of one year, with the possibility of early completion, if necessary.
2. There was a consensus to share contact details and monitor the project's progress to ensure compliance and timely execution.

Agenda B.4: Projects under SWBAT and presentation by IPRCL and all stakeholders project wise

Discussion

The Committee of Management convened to deliberate on the comprehensive status of the Seafarers' Welfare Board Audit Team (SWBAT) portfolio comprising 12 major infrastructure projects aligned with India's Maritime Labour Convention (MLC) 2006 obligations and Maritime Vision 2030 strategic objectives. The presentation

encompassed a pan-India welfare infrastructure initiative valued at ₹70+ crores, designed to serve an estimated 250,000+ seafarers annually and create 1,000+ employment opportunities across port ecosystems. The Committee was apprised that the portfolio spans Eastern, Southern, Western, and Metropolitan regions with high feasibility assessments across all locations, operating through a dual-mode implementation framework utilizing both Project Management Consultancy (PMC) via IPRCL and direct Port-Delegated execution models, ensuring regulatory compliance, financial discipline, and operational sustainability.



The Committee was presented with the detailed Dual-Mode Infrastructure Implementation Model, which categorizes projects into two execution pathways based on land ownership, technical complexity, and engineering capability. The PMC Execution Model via IPRCL and the Port-Delegated Model was described as applicable to projects within major port premises, where the respective port authority executes works as deposit works or grant-in-aid projects utilizing embedded procurement frameworks.

The Committee was presented with a standardized prerequisites framework applicable. The membership learned that funding shall cover capital expenditure exclusively with no coverage of past liabilities, outstanding loans, salary arrears, or legacy vendor dues. The administrative and legal clearance requirements were communicated as encompassing proof of land/title rights, and statutory clearance certifications (building permissions, environment clearances, fire NOC, heritage permissions). The Committee understood that technical documentation requirements include approved PPR/DPR with finalized drawings, detailed BOQ with item-wise

specifications, phased cost estimates with contingencies within prescribed limits, and clear demarcation between admissible and non-admissible works. Procurement methodology requirements were presented as mandating standard government/port procedures per GFR and Manual for Procurement of Works, with open competitive tendering as default methodology. The Committee was apprised of mandatory financial control requirements including milestone-linked fund releases backed by measurement books, verified RA bills, and utilization certificates. The monitoring and reporting prerequisites were communicated as requiring monthly/quarterly physical and financial progress reports on DGSPMS, photographic documentation, and completion reports with utilization certificates confirming restriction of funds to sanctioned capital items. The governance and compliance requirements of Port Welfare Committees, and defined O&M responsibility matrices post-commissioning.

The Committee was apprised of comprehensive facility standards across all 12 projects encompassing accommodation (ensuite bathrooms, lockers, laundry), multi-cuisine dining with dietary accommodations and 24-hour beverage service, recreation facilities (gymnasium, yoga spaces, libraries, TV lounges), medical services (first aid, health screening, mental health counselling with 24/7 helpline), high-speed internet, video conferencing, international calling, 24-hour reception, and complaint mechanisms. Design principles incorporated gender sensitivity (women-only accommodation), cultural diversity (multi-faith prayer rooms), and tiered room offerings (Premium Officer Suites to Budget Dormitory). Target outcomes project increase in monthly seafarers served from 5,000 to 25,000, annual beneficiaries from 50,000 to 250,000, MLC 2006 compliance from 20% to 100%, facility age reduction from 45 years to 0-5 years, and recreational quality upgrade from Poor-Fair to Excellent.

Project Wise Decision

1. Maharashtra - Navi Mumbai (JNPA Seafarers' Club)

The Committee was informed that ₹2.66 crores were sanctioned in the 101st CoM meeting exclusively for interior works and equipment procurement, with an executed agreement dated 28.08.2025. It was noted that JNPA has requested reallocation of unutilized grant (₹63.49 lakhs balance) for procurement of two electric vehicles not covered under the original grant scope. The Committee was presented with itemized exclusions from the original proposal and was reminded of the requirement for clarity on fund utilization, sustainability models, and assurance that SWFS capital funds remain strictly dedicated to welfare infrastructure creation.

Decision:

The Committee approved JNPA's request to utilise the unspent SWFS grant balance for a shuttle service vehicle, with the modification that, in lieu of two electric cars, JNPA shall procure a single 8+ seater shuttle bus as a capital asset with visible signages printed on both side that the shuttle service vehicle

is funded by the Seafarers' Welfare Fund Society (the SWFS). The approval is strictly limited to capital expenditure from the existing sanctioned grant, and SWFS shall not bear any operation and maintenance (O&M) costs associated with the vehicle.

2. Bihar – Patna (Seafarers' Outreach Centre)

The Committee learned that in-principle approval was granted for interior renovation and office development estimated at ₹30 lakhs, with technical and financial proposal prepared for co-location of SWFS outreach centre and Patna MMD regional office. The Committee was apprised that DPR approval was required to initiate tendering through IPRCL and subsequent facility inauguration.

Decision:

The Committee of Management approved a capital outlay of ₹30 lakh for creation of the combined MMD Regional Office and SWFS Seafarers' Outreach Centre, covering interior works, office infrastructure and associated fit-outs, with detailed scope and procurement to be executed as per the approved DPR and applicable government procurement norms by M/s IPRCL.

3. Kerala – Kochi Port (STP Installation)

The Committee noted that ₹50 lakhs capital grant was sanctioned for installation of a 15 KLD sewage treatment plant with 7-stage treatment process achieving prescribed effluent quality standards. It was communicated that detailed work progress reports, tendering methodology documentation, and statutory fund utilization details remain pending from the port authority, and that communication requesting submission of these documents for technical scrutiny shall be conveyed to facilitate compliance verification.

Decision:

The Committee noted the progress made by the Club and directed that a formal, periodic progress update be obtained from the Club, capturing physical, financial and operational milestones for review in the next CoM meeting.

4. Goa - Mormugao Port (Seafarers' Club Development)

The Seafarers' Club at premium facility status was presented with high feasibility due to the vessel profile diversity (cruise ships, general cargo, tankers), seafarer demand (sign-on/sign-off, transit layover, vacation base functions), complete absence of existing welfare provision, and optimal port proximity (1 km to berth, 50 meters to port office, 4 km to airport). The Committee requested the Port representatives to present their proposal in the same lines. However, there were no inputs from the team regarding projects implementation and funding plan.

Decision:

The Committee decided to defer consideration of the project proposal until MPA provides formal clarity on the proposed implementation methodology and a detailed feasibility assessment. From a mandate perspective. The Committee reiterated that SWFS support is primarily intended for provision of white goods and upgradation/repairs of existing welfare infrastructure, whereas MPA's current submission envisages creation of new built structures. Accordingly, the Committee requested MPA to re-examine the proposal under a co-pay funding model, clearly indicating the Port's own capital contribution and the specific component for which SWFS assistance is sought, and to resubmit a revised, compliant proposal for further appraisal.

5. West Bengal – Kolkata Port (Marine Club Upgradation)

The Committee was informed that ₹7.21 crores capital support is proposed for civil, electrical, and plumbing restoration of historically significant heritage infrastructure (built 1932) comprising 85 rooms and 148 beds. The port traffic analysis indicated high seafarer demand potential serving examination candidates, sign-on/sign-off operations, and transit/layover stays. The Committee noted that feasibility assessments rated high across metrics. The Room-Revenue operational model was presented as self-sustaining post-capex, covering 100% recurring operations and maintenance costs through room tariffs and commercial income streams. The Committee was apprised that funding consideration remained contingent upon clarity regarding outstanding statutory dues, demonstrated sustainability assurance, and explicit commitment that SWFS capital funds remain restricted to infrastructure creation with no liability absorption.

Decision:

The Committee of Management approved the project budget subject to full resolution of all legacy issues and liabilities, so that the club does not face closure post-renovation on account of pending disputes or encumbrances. As a first step, a formal communication is to be issued to the Club Committee seeking a detailed statement of existing financial and legal liabilities, as well as the status and timeline for resolving non-core occupancy issues such as eviction of nursing staff and other third-party occupants if any. Disbursement of SWFS funds will be to IPRCL for works implementation and shall be strictly milestone-linked thus eliminating possibility of funds being routed for settlement of liabilities and shall commence only after receipt of a 'no-objection' Third Party Audit report on liabilities and confirmation that the project is free from legacy encumbrances that could impact the functional continuity of the renovated club. The Third-Party Assessment (TPA) report is to be obtained independently to verify all liabilities.

6. West Bengal – Taratala (Nabik Griha / MAI Campus)

The Committee received presentation on phased development proposal (Phase 1: Hostel repairs; Phase 2: Girls Hostel development) estimated at ₹5.4 crores capital investment. The existing infrastructure was characterized as operational but aged and functionally constrained, requiring significant modernization and capacity enhancement. The Room-Revenue Model with training academy fee surplus was presented as adequate for 100% operational sustainability.

Decision:

The Committee of Management approved the budget for the project to be implemented through M/s IPRCL covering (i) repair and upgradation of the Nabik Griha Samity (NGS) hostel infrastructure and (ii) construction of a dedicated Girls' Hostel under the "Sagar Mein Sanman" initiative, with the scope of SWFS support explicitly restricted to seafarers' welfare infrastructure. **Financial assistance to the Maritime Academy or proposed Centre of Excellence was not agreed to, as funding of core training/academic activities falls outside the mandate and purview of SWFS.** The Committee recorded that repair of officers' staff rooms may be examined at a later stage as a separate, need-based proposal, subject to availability of funds and alignment with welfare objectives. It was further agreed that all requirements relating to the academy and Centre of Excellence should be addressed by the proponents through alternative funding channels (government schemes, institutional partnerships, or CSR), and that any new inputs or modifications to the project concept shall be brought before the Committee separately for fresh consideration and approval.

7. Kerala – Vizhinjam (Seafarers Club)

The Committee learned of a greenfield seafarer's club project (₹4.5 crores) designed to serve Vizhinjam Port's expanding container cargo volumes and crew-change operations, with 7,000-10,000 seafarers expected annually. The facility was presented with high feasibility across port traffic growth trajectory, non-existent baseline welfare provision, and proximity metrics (700m to berth, walking distance to port office, 21 km to airport). The Committee was informed that funding approval remains conditional upon 50:50 co-funding between SWFS and port authority, enabling construction commissioning and facility operationalization within defined timeline parameters.

Decision:

The Committee of Management approved the project proposal along with the proposed implementation methodology. **The Committee further resolved that SWFS funding shall be limited to an amount of ₹3.05 crore towards amenities and white goods required for operationalising the Seafarers' Club,** while the complete cost of constructing the club building/structure shall be borne and sponsored by Port Authority, as the project proponent, without any capital contribution from SWFS towards civil construction.

8. Tamil Nadu - Chennai (Seafarers' Club Outside Port Premises)

The Committee was apprised of two parallel facilities serving Chennai Port, a major multi-cargo gateway handling 1,400-1,500 vessel calls annually. The Outside Port Club (₹3.58 crores) was presented as requiring urgent civil and MEP repairs to restore functional usability of existing 37-room facility with high feasibility across port traffic, seafarer demand, urgent welfare provision requirements, and optimal location accessibility. Room-Revenue O&M models and PMC execution via IPRCL, with Committee approval contingent upon detailed DPR submission and sustainability assessment confirmation.

Decision:

The Committee of Management approved the budget for the project and directed that implementation be undertaken through IPRCL as the designated Project Management Consultant on priority, with execution to commence in accordance with the agreed PMC framework and timelines.

9. Tamil Nadu - Chennai (Seafarers' Club Inside Port Premises)

The Committee was apprised of the facilities serving inside the Chennai Port, a major multi-cargo gateway handling 1,400-1,500 vessel calls annually. The Port Club Project (₹12 crores) was described as almost completed infrastructure now requiring funding for works already executed and as the facility is near ready for inauguration. The club project's progress was intimated to the DGS office since February 2025 and the funding for the O&M expenses to will be done

Decision:

The Committee of Management approved funding strictly for the capital expenditure towards white goods and a shuttle vehicle under the project, with no approval accorded for any associated O&M costs. The Committee directed the Chennai Port Authority to submit a detailed statement of the proposed capital amounts (item-wise break-up for white goods and vehicle) within one week, so that the same may be placed on record and processed formally. In-principle budgetary support for these capital items was agreed by the Committee.

10. Maharashtra – Mumbai (Royal Bombay Seamans Society(RBSS))

The Committee was briefed on heritage facility dating from early 20th century, strategically located near the Mumbai Port dock system and cruise terminal. The presentation emphasized the unique heritage conservation requirement whilst meeting contemporary MLC 2006 welfare norms and accessibility standards. The Room-Revenue O&M model was presented as self-sustaining post-capex through room tariffs and concessionaire services income. The Committee was informed that funding approval remains contingent upon detailed cost estimates from the

institution's PMC and implementation model verification, with execution planned on milestone-based funding release basis through SWBAT oversight.

Decision:

The Committee of Management suggested that the RBSS Management Committee to approach IPRCL to prepare a detailed, item-wise cost estimate for the proposed works, ensuring that specifications and construction quality are at least on par with the standards already achieved by the RBSS Management Committee. On the basis of this vetted estimate, the Club Management Committee shall finalise the preferred implementation methodology (i.e. PMC route or Clubs' Internal Mechanism), in alignment with applicable procurement norms and timelines. **From a project and budget standpoint, the Committee accorded in-principle approval to a total budgetary envelope of ₹7.50 crore, subject to finalisation of scope, DPR-based costing, and compliance with the approved implementation framework.**

11. Goa - Mormugao Port (Center of Excellence) & 12. Karnataka – Mangalore (Seafarers' Club)

The Committee noted that Seafarers Club, Mangalore and Center of Excellence projects remain at conceptual stage pending detailed scope definition, DPR preparation, and viability assessment. The Committee was advised that conditional in-principle approval may be granted for DPR preparation, with final investment decisions deferred pending demonstration of technical and financial viability aligned with SWFS and Maritime Vision 2030 objectives.

Decision:

1. The Committee decided that the exact mandate and admissibility of SWFS support in this matter shall be examined in detail, and that consideration of the project shall remain in abeyance and not be re tabled until this assessment is completed and a clear position is placed before the CoM.
2. The Committee directed that a structured feasibility analysis, in the form of a formal proposal from the Mangalore MMD Office/Port Office, shall be prepared and submitted for review and concurrence prior to initiation of any DPR preparation or downstream project development activities.

Other Decisions:

1. All projects shall undergo a structured appraisal by the Welfare Sub-Committee using a standardised, pre-approved checklist (to be prepared by Shri, Sumit Patra, PM - SWBAT) prior to being placed before the Committee of Management, so that technical, financial and operational viability is objectively assessed and documented in a consistent manner.

Agenda B.5: Proposal for health insurance: Synergy Group

Discussion:

1. Capt. Siddhart Mishra apprised the CoM of insurance coverages for non-ITF seafarers, who are currently abandoned.
2. He further stated that they have spoken to LIC that has provided a comprehensive insurance scheme for death on-board, missing seafarers and unsettled claims.
3. Cases of suicide are not covered under the scheme in the first year but covered
4. Capt. Halbe requested to apprise the CoM of coverage during on-board period and ashore period. Capt. Navneet Chaudhary stated that this has to be discussed with LIC.
5. He further stated that they also have quotations received from ICICI Lombard.
6. The agenda on life and non-life insurance covers was also presented.

Decisions:

1. It was decided to discuss the matters of insurance separately in the Welfare sub-committee and its recommendation / suggestions to be placed before the COM.

Agenda C: Institutional Aspects and partnership initiatives

Agenda C.1: ITF Seafarers' Expo 2026

Discussion:

1. Capt. Nitin stated that two stalls - SWFS and SPFO will be set up at the ITF Seafarers' Expo to enhance awareness.
2. The total setup cost for the event will be shared between SPFO and SWFS

Decisions:

1. **SWFS has capped its contribution for the ITF Seafarers' Expo at ₹8,00,000.**

Agenda C.2: Sagar Mein Samman- Way forward for SWFS

Discussion:

1. The CoM members were apprised of the remaining balance under Phase I.
2. The proposed budget for Phase II was presented, with the total estimated cost amounting to ₹1,00,00,100.
3. The MUI representative informed that any unspent amount from the Phase I budget would lapse.
4. The minutes of the previous SMS meeting were reviewed and reiterated.
5. It was noted that MUI would bear 50% of the estimated budget for Phase II.

Decisions:

1. **It is decided by the CoM that MUI shall fund the first 50% of the Phase II budget, and the remaining expenditure shall be funded by SWFS thereafter.**

Agenda C.3: MoU with ISWAN – action plan and support by SWFS

Discussion:

1. The ISWAN representative presented their three welfare initiatives
2. **Induction Program for Young Seafarers:** Proposed induction sessions at maritime training institutes for first-time trainees, focusing on crisis handling, mental and physical well-being, cultural adaptability, and creating a psychologically safe onboard environment to improve retention and safety.
Awareness Sessions for Families of Seafarers: Interactive sessions aimed at educating families on challenges faced by seafarers, balanced communication practices, financial management, and coordination with shipping companies during crises. Positive feedback from sessions conducted in India and other regions was highlighted.
Capacity Building for Shore Staff: Recently launched initiative (17 December, Mumbai) to upskill shore staff in empathetic communication, stress identification, and crisis response, while also supporting their own well-being to strengthen the overall support system for seafarers.
3. The 36-month action plan, along with its implementation timeline and associated financial implications, was presented.

Decisions:

1. This agenda shall be first taken in the welfare sub-committee for further deliberation & its recommendation / suggestion shall be placed in the next COM Meeting.

Agenda C.4: Sagar Milap 2026

Discussion:

1. The CoM members were apprised that Sagar Milap 2026 is proposed to be held in the last week of March / first week of April as a 2.5-day programme, and an overview of the event was presented.
2. A CoM member suggested that similar seminars may also be conducted in Chennai or Gujarat for enhancing seafarer awareness.

Decisions:

1. It was decided that the first Sagar Milap programme will be held in Mumbai, considering the large concentration of seafarers in the region.
2. It was further decided that the programme may be conducted on a rotational basis in subsequent years.
3. The CoM members accorded in-principle approval for the event.
4. The COM members accorded in principle approval for the expense of the event.

Agenda C.5: Sagar Mein Yog – Way forward for SWFS

Discussion:

1. The CoM members were apprised that AMC for one year for LMS was approved

Decisions:

1. This agenda was presented in front of the CoM members for information

Agenda C.6: MoU with sailor Society - action plan

Decisions:

1. This agenda was presented in front of the CoM members for information

Agenda D: Administration of SWFS

Agenda D.1: Career Progression of SWFS Staffs

Discussion:

1. The Committee was apprised that SWFS engages Data Entry Operators (DEOs) / Assistants through an outsourced vendor, and that their wages are governed by the Minimum Wages applicable to Central Government establishments in Delhi.
2. It was informed that the current Cost to Company (CTC) is approximately ₹34,916 per person per month, inclusive of statutory components such as Provident Fund, ESIC, and Professional Tax, resulting in an in-hand salary of approximately ₹21,500.
3. It was clarified that these personnel are contractual staff engaged through an external agency and are not direct employees of SWFS. The Committee was informed that payment of wages below the prescribed minimum wages is not

permissible, while any enhancement beyond the existing structure would entail a corresponding increase in CTC payable to the outsourcing agency.

4. The proposal to enhance the in-hand salary of DEOs / Assistants to the range of ₹30,000–₹35,000 per month was deliberated. During the discussion, members emphasized that salary revision and skill enhancement are distinct issues and should be examined holistically rather than in isolation.
5. The Committee deliberated that any proposal for enhancement of remuneration should be preceded by an assessment of functional requirements, adequacy of manpower, and identification of skill gaps, including training needs in IT systems and digital processes. It was noted that enhancement of compensation may be considered in conjunction with upskilling, productivity improvement, and review of overall manpower strength.

Decisions:

1. The Committee **did not approve any immediate increase in salary** of DEOs / Assistants.
2. The Committee **approved formation of a sub-committee** to review, in an integrated manner:
 - manpower requirement,
 - training and skill upgradation needs, and
 - possible revision of remuneration linked to enhanced skills and responsibilities.
3. The Committee **directed that the sub-committee's recommendations** be submitted to the CoM for consideration in a subsequent meeting.

Agenda D.2: 24 x 7 Grievance Redressal and Support from SWFS

Discussion:

1. The Committee was apprised of the functioning of the 24×7 Grievance Redressal Mechanism operated at the DG COMM Centre, Mumbai, for seafarers, supported by three contractual resources funded by SWFS.
2. It was informed that these resources are engaged in continuous shift-based operations all 7 days of the week involving call handling, grievance registration, coordination, and digital communication, requiring proficiency in communication and basic IT systems.
3. It was stated that the current remuneration of these contractual resources is approximately ₹20,000 per month, and that the nature of duties, extended working hours, and operational criticality warrant a review of the existing remuneration structure.
4. The Committee deliberated on the proposal to enhance the remuneration of these resources and discussed the need for ensuring fairness, sustainability, and consistency, while recognizing the operational importance of the grievance redressal function. Members also emphasized that any enhancement should be reasonable and defensible, keeping in view prevailing norms and contractual arrangements.

Decisions:

1. The Committee approved enhancement of the monthly remuneration of contractual staff (03) engaged at the DG COMM Centre for the 24×7 Grievance Redressal Mechanism to ₹30,000 per month, with immediate effect.
2. The Committee approved adoption of an automatic annual increment framework for these contractual resources, ranging between 10% and 20%, subject to continuation of engagement and satisfactory performance.
3. The CoM approved that the salary of contractual staff engaged through SWFS for DGCOMM centre, Patna Office Centre, DGS-Crew Branch & honorarium payable to the officials engaged in MMD offices/SM's office are to be incurred from the Welfare Fund corpus and not from the Administration Fund corpus of the SWFS w.e.f. 1.1.2026.

Agenda D.3: Engagement of consultant as experienced official for the SWFS and also separately for the SPFO for overlap

Discussion:

1. The Committee deliberated on the proposal to engage an experienced retired official as consultant to support both SWFS and SPFO, particularly during the transition phase and overlap of functional responsibilities.
2. The engagement is intended to provide institutional continuity, strategic guidance, and operational oversight, especially in the context of ERP implementation, process harmonisation, and coordination between the two organisations.
3. The Committee noted that the proposed engagement would be on a consultancy basis, distinct from regular employment, and that the consultant would provide advisory and supervisory support across SWFS and SPFO, leveraging prior experience in maritime administration and seafarer welfare.
4. The Committee further deliberated that the cost of engagement would be shared between SWFS and SPFO, in view of the commonality of functions and the benefit accruing to both organisations. It was emphasized that the engagement should be structured in a transparent and contractually defined manner, ensuring there is no ambiguity regarding remuneration, scope of work, or administrative arrangements.

Decisions:

1. The Committee **approved engagement of an experienced retired official as Consultant** to support **SWFS and SPFO** during the overlap and transition period.
2. The Committee **approved that all the cost of engagement shall be shared equally between SWFS and SPFO.**
3. The Committee **directed that the terms of engagement**, including scope of work, remuneration, tenure, and administrative arrangements, **be finalised as per applicable rules and placed on record.**

Agenda D.4: Management Support Unit (MSU)

Discussion:

1. The CoM members were apprised on engagement of Management Support Unit (MSU) for SWFS.

Decisions:

1. This agenda is presented in front of the CoM members for information.
2. The in principle approval was given for the Management Support Unit (MSU)

Agenda D.5: Representative from ICCSA on managing committee (CoM) of SWFS

Discussion:

1. The Committee deliberated on the request received from the **ICC Shipping Association (ICCSA)** seeking representation in the **Committee of Management (CoM) of SWFS**, in view of its role in representing companies owning and operating coastal and domestic trade vessels.
2. During the discussion, it was noted that the **existing composition of the CoM is tripartite in nature**, with equal representation from Government, industry, and seafarers' unions, as provided in the Constitution of SWFS. It was further noted that the Constitution permits **co-option of up to two members**, subject to approval of the Committee, and that such co-opted members are not regular members.
3. The Committee deliberated on maintaining the **institutional balance of representation**, while also ensuring that relevant stakeholder perspectives are heard. In this context, members discussed that ICCSA's views could be accommodated **without altering the existing structure of the CoM**, by inviting ICCSA as a **special invitee** to CoM meetings, as and when required.

Decisions:

1. The Committee **did not approve inclusion of ICCSA as a member or co-opted member** of the Committee of Management.
2. The Committee **approved inviting ICCSA as a special invitee** to future CoM meetings, as required, to provide its inputs and perspectives.

Agenda D.6: SWFS Office Renovation & Modernization

Discussion:

1. The Committee received informational presentation regarding the renovation and modernization of SWFS administrative office located at 2nd Floor, Nirman Bhavan, Mazgaon, Mumbai (10,000 sq.ft. allocated space in a 50-year-old RCC structure).
2. The membership was informed that the lease handover from Mumbai Port Trust has been formally completed following payment settlement.

3. The Committee was presented with a Preliminary Project Report (PPR) indicating a block estimate of ₹4.50 crores for complete renovation and modernization within a 4-month implementation timeline.
4. The project scope encompasses two functional zones: Administrative & Executive Wing (housing officer cabins, conference facilities, workstations, waiting areas, dining, and sanitary facilities) and Event & Seminar Wing (with separate entry access comprising event hall capacity 100+ PAX and associated dining facilities).
5. The Committee understood that funding recommendation is proposed from SWFS Administrative Fund Corpus, which remains within available capacity given the current corpus position of ₹39 crores.

Decisions:

1. The Committee of Management, at its 103rd meeting, accorded in-principle approval for the renovation and modernisation of the SWFS administrative office at Nirman Bhavan, Mazgaon, Mumbai, and subsequently in this meeting (104th CoM Review) approved a budgetary allocation of ₹4.50 crore for this purpose.
2. In line with this approval, the Committee directed that the project be taken up as a priority administrative work and be implemented through M/s IPRCL, with detailed scope, timelines and milestone-based monitoring to be finalised and regular reporting of project progress to the Committee.

Agenda E: IT & E-Governance

Agenda Item E.1: Related to Award of ERP

Agenda Item Details: Discussion on award of End-to-End ERP solution for SWFS and SPFO under combined tender process.

Discussion:

1. The Committee was apprised that in the previous Committee of Management meeting, **in-principle approval** had been accorded for implementation of an End-to-End ERP solution for the Seafarers' Welfare Fund Society (SWFS) and the Seafarers' Provident Fund Organisation (SPFO), recognizing the limitations of the existing legacy, fragmented, and largely manual systems in meeting scalability, transparency, compliance, and service delivery requirements.
2. It was informed that a **combined ERP tender for SWFS and SPFO** was floated through the **CPPP portal** following the **QCBS evaluation methodology**, and the financial bids were opened on **11.12.2025**. Based on the evaluation process, **M/s Kran Consulting Pvt. Ltd.** has emerged as the **H1 bidder**.
3. The Committee was further informed that the **total project cost is approximately ₹17 crores**, covering professional services and implementation of the ERP system. As per the proposed cost-sharing arrangement, **50% of the project cost will be borne by SWFS and 50% by**

- SPFO.** Accordingly, the **financial liability of SWFS works out to ₹8,71,33,560**, as per the financial bid submitted by the H1 bidder.
4. It was clarified that the ERP system is envisaged as a **common core platform** with shared database and infrastructure, while maintaining **distinct functional modules and front-end operations** for SWFS and SPFO in line with their respective statutory mandates. The system is expected to cover scheme management, fund and financial management, accounting, MIS and dashboards, grievance redressal, and mobile-based service delivery.
 5. The Committee deliberated on the importance of ensuring that **internal processes, financial workflows, subsidy management, and scheme administration** are fully mapped and validated during implementation. It was emphasized that **User Acceptance Testing (UAT)** must not be limited to Committee members alone, and that **identified “super users” from SWFS and SPFO** should be actively involved in the UAT process post-development to ensure operational readiness and smooth adoption.
 6. It was further indicated that, subject to completion of due process, the **award of the ERP project is proposed to be finalized approximately by 12th January, 2026**, enabling commencement of implementation at the earliest.

Decision taken by CoM:

1. The Committee approved the award of the combined ERP project for SWFS and SPFO to M/s Kran Consulting Pvt. Ltd., the H1 bidder under the QCBS evaluation process, with cost to be shared equally between SWFS and SPFO (**SWFS share: ₹8,71,33,560**), and approved involvement of identified super users from SWFS and SPFO during the User Acceptance Testing (UAT) phase of the ERP implementation.

Agenda Item E.2: Related to Social media outreach.

1. Agenda Item Details: Update on SWFS website development and social media outreach initiatives.

Discussion:

1. This agenda is presented in front of the CoM members for information

Agenda Item E.3: Development of a Logo for SWFS

Agenda Item Details: Discussion on development of an official logo for the Seafarers' Welfare Fund Society (SWFS).

Discussion:

1. The Committee deliberated on the need for developing an **official SWFS logo** to establish a consistent visual identity for communication, outreach, and official use. It was noted that SWFS undertakes welfare, social security, and financial assistance initiatives for Indian seafarers and their families, and

therefore requires a logo that appropriately reflects **welfare, safety, inclusivity, and trust**.

2. The Committee discussed that the logo development exercise should be undertaken **internally**, primarily involving **officers and staff of the Directorate General of Shipping**, with the possibility of extending participation to **Mercantile Marine Department (MMD) offices**, rather than outsourcing the activity.
3. It was emphasized that a **clear and well-defined criterion** should be framed and circulated for the logo design exercise, including specifications on format, theme, usage, and submission requirements. The Committee further emphasized that the process should be **time-bound** to ensure expeditious finalization.
4. The Committee also discussed incentivizing participation through a **cash prize**, to encourage wider and more creative engagement from eligible participants. It was stated that the criteria and timeline for submission would be finalized and circulated internally, following which the submitted concepts would be evaluated for selection of the final logo.

Decision taken by CoM:

1. The Committee approved development of an official SWFS logo through an internal, time-bound design exercise involving DG Shipping staff and other allied & subordinate offices, attached organisations including SWFS staff as appropriate), with defined criteria and a cash prize for the selected design.

Agenda F: Financial Aspects and Budget Management

Agenda F.1: Budget proposal for the financial year 2026-27 & revised budget for FY 25-26

Agenda Item Details: Presentation of the proposed budget estimates for the financial year 2026–27 under the Administration Fund and Welfare Fund.

Discussion:

1. The Committee was apprised of the **budget estimates for the financial year 2026–27**, prepared based on projected interest income from investments and anticipated expenditure requirements under the **Administration Fund** and the **Welfare Fund**.
2. It was informed that the **Administration Fund projections** include expenditure towards salary and establishment costs, lease rentals, maintenance and renovation of premises, professional services, and other recurring administrative expenses. The salary projections have been prepared considering the approved staff strength and pay-related revisions as per 8th Central Pay commission as discussed in earlier Committee meetings.

3. The Committee was further apprised that the **Welfare Fund budget** includes **scheme-wise expenditure**, project-related expenses, and provisions for ongoing and proposed welfare initiatives. The projections cover expenditure towards welfare infrastructure projects and outreach programmes, including **Sagar Mein Samman, Sagar Mein Yog, Pranam**, and other approved activities.
4. It was stated that the **total projected welfare expenditure for FY 2026–27 is approximately ₹41 crores**, inclusive of scheme and project expenses, while **administrative expenditure is projected at approximately ₹5.58 crore**. Detailed head-wise and scheme-wise break-ups were presented for the Committee's information.
5. The Committee noted that the projections have been prepared in line with **interest income from the welfare corpus**, past expenditure trends, and existing Government directions governing utilisation of welfare funds, with due regard to long-term sustainability of the corpus.

Decision taken by CoM:

1. The CoM members approved the Revised estimates for the FY 25-26 and Revenue Expenses Budget for FY 2026-27 and Capital Expenditure Budget for FY 2026-27.

Agenda F.2: Revenue Inflow Analysis and Expenditure Analysis for the Financial Year 2025–26

Agenda Item Details: Presentation of revenue inflow and expenditure analysis for the financial year 2025–26 under the Administration Fund and Welfare Fund.

Discussion:

1. The Committee was apprised of the **revenue inflow and expenditure position for the financial year 2025–26**, covering both the **Administration Fund** and the **Welfare Fund**, along with comparative analysis against the approved budget.
2. It was informed that the analysis includes **actual expenditure incurred up to 30.11.2025**, projected expenditure for the remaining period of the financial year, and corresponding utilisation percentages under various administrative, capital, and welfare heads.
3. The Committee was further apprised that **administrative expenditure** primarily comprises salary and establishment costs, office lease rentals, professional services, and operational expenses, while **capital expenditure** relates to procurement of equipment, IT infrastructure, and office renovation works.
4. The **welfare expenditure analysis** presented scheme-wise utilisation under various welfare schemes and infrastructure projects, including financial

assistance schemes, infrastructure support to seafarers' clubs, outreach programmes, and related initiatives. It was noted that expenditure levels are consistent with approved budget provisions and are governed by availability of eligible claims, project readiness, and compliance with prescribed procedures.

5. The Committee noted that **revenue inflow continues to be driven primarily by interest income** from the welfare corpus and administrative fund investments, and that fund utilisation has been undertaken in accordance with existing Government directions, approved schemes, and financial rules.
6. The Committee also noted that detailed head-wise statements, utilisation percentages, and fund position summaries were placed before the Committee for information and record.

Decision taken by CoM:

1. This agenda is presented in front of the CoM members for information