



**37<sup>TH</sup> ANNUAL REPORT  
2012 - 2013**

**DREDGING CORPORATION OF INDIA LTD.**  
*(A Government of India Undertaking)*

**IMPORTANT**

**Sub: A Green Initiative in the Corporate Governance**

Dear Shareholder,

The Government of India, Ministry of Corporate Affairs has taken a "Green Initiative in Corporate Governance" by allowing companies to comply with the requirements of the Companies Act, 1956 in a paperless manner by allowing them to send communications including notices/ documents, annual reports to its shareholders through electronic mode at the registered e-mail addresses of the shareholders.

It is a welcome move for the society at large, as this will reduce paper consumption to a great extent and allow shareholders to contribute towards a greener environment. This is a golden opportunity for every shareholder of Dredging Corporation of India Limited to contribute to the Corporate Social Responsibility initiative of the Company. Further, it will ensure instant and definite receipt of all the notices/ documents by you.

All Shareholders are requested to be a part of this green initiative of Government of India by registering their e-mail address for enabling the Company to send the communication including Annual Report to shareholders by e-mail.

**Shareholders holding shares in physical form are requested to fill the form given below and send the same to the following address or by an email giving the details in the form:**

**Karvy Computershare Private Limited (Unit: Dredging Corporation of India Ltd)**  
**Plot No.17-24, Vittal Rao Nagar, Madhapur, Hyderabad - 500 081,**  
**Email: [einward.ris@karvy.com](mailto:einward.ris@karvy.com)**

The form given below is also available at the website of the Company at [www.dredge-india.com](http://www.dredge-india.com)

**Shareholders holding shares in dematerialised form are requested to register their e-mail addresses with their Depository Participant.**

The full text of the communication to the shareholders including the Annual Report will be posted in the website of the Company.

Please note that as a member of the Company you are entitled to receive all communications in physical form also, upon making specific requests.

**E-COMMUNICATION REGISTRATION FORM**

Folio No./ DP ID & Client ID : \_\_\_\_\_

Name of First Registered Shareholder : \_\_\_\_\_

Name(s) of Joint Shareholder(s) : \_\_\_\_\_

Registered Address : \_\_\_\_\_

: \_\_\_\_\_

E-mail address (to be registered) : \_\_\_\_\_

I/we, shareholder(s) of Dredging Corporation of India Limited agree to receive all communication from the Company in electronic mode. Please register the above mentioned e-mail address in your records for sending communication through electronic mode.

Dated:.....

Signature of First Holder: .....

**Note: Shareholder(s) are requested to keep the Company/Depository Participants informed as and when there is any change in their registered e-mail address.**



## DREDGING CORPORATION OF INDIA LIMITED

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For Hindi Version of the 37<sup>th</sup> Annual Report 2012-13 please write/ e-mail to the Company Secretary giving the Folio No. / DP ID & Client ID.

### BOARD OF DIRECTORS, BANKERS, AUDITORS etc.

#### BOARD OF DIRECTORS

Capt. D K Mohanty  
Chairman and Managing Director

Shri P.V.Ramana Murthy  
Director (Finance)

Cmdr. P. Jayapal (Retd.)  
Director (Operations & Technical)

Shri M.C.Jauhari  
(from 21-06-2012)

Shri B.Pooyaamozhi  
(from 03-04-2013)

Dr.S.Narasimha Rao

Shri S.Balachandran

Shri Vinai Kumar Agarwal

Shri Rakesh Srivastava, I.A.S  
(upto 21-06-2012)

#### GENERAL MANAGER (FIN.)

Shri P. P. Govindachari

#### COMPANY SECRETARY & COMPLIANCE OFFICER

Shri K.Aswini Sreekanth  
sreekanth@dcil.gov.in

#### BANKERS

Syndicate Bank  
State Bank of India  
BNP PARIBAS

#### STATUTORY AUDITORS

M/s. G R Kumar & Co.,  
Chartered Accountants,  
Flat No. 9, Merry Life Apartments  
Doctors colony, Peda waltair,  
Visakhapatnam - 500 017

#### REGISTERED OFFICE

Core: 2. 1<sup>st</sup> Floor, "SCOPE MINAR"  
Plot No. 2A & 2B,  
Laxminagar District Centre,  
Delhi - 110 092.  
Phone : 011 22448528 Fax : 011 22448527

#### HEAD OFFICE

"DREDGE HOUSE", Port Area,  
Visakhapatnam - 530 035.  
Phone: 0891 2523250; Fax : 0891 2560581

#### REGISTRARS & TRANSFER AGENT

M/s. Karvy Computershare Private Limited  
Plot no.17 to 24, Vittalrao Nagar  
Hyderabad - 500 081  
Phone : 040 44655000 Fax : 040 23420814  
e-mail: einward.ris@karvy.com



## DREDGING CORPORATION OF INDIA LIMITED

### NOTICE

**NOTICE** is hereby given that the 37<sup>th</sup> Annual General Meeting of the shareholders of Dredging Corporation of India Limited will be held at 1000 hrs on Thursday, the 26<sup>th</sup> September, 2013 in Siri Fort Auditorium, No. 1, Siri Fort Cultural Complex, August Kranti Marg, New Delhi - 110049 to transact the following business :-

#### ORDINARY BUSINESS

1. To receive, consider and adopt Directors' Report for the year 2012-13, the audited Balance sheet as at 31<sup>st</sup> March, 2013 and the Statement of Profit and Loss Account for the year ended 31<sup>st</sup> March, 2013 together with the Auditors' Report thereon.
2. To declare dividend.
3. To appoint a Director in place of Shri B Poiyaamozhi, who retires as rotational Director and is eligible for re-appointment.
4. To appoint a Director in place of Dr. S. Narasimha Rao, who retires as rotational Director and is eligible for re-appointment.
5. To pass with or without modification, the following resolution as ordinary resolution for payment of remuneration to Statutory Auditors:

**"RESOLVED THAT** pursuant to clause (aa) of Sub-Section (8) of Section 224 of the Companies Act, 1956, the remuneration of the Statutory Auditors of the Company, G R Kumar & Co., Chartered Accountants, appointed by Comptroller and Auditor General of India be and is hereby fixed at ₹2.50 lakh (Rupees two lakh and fifty thousand only) plus service tax as applicable for the year 2012-2013.

**By Order of the Board of Directors**

-sd/-

**Place :Visakhapatnam**

**(K.Aswini Sreekanth)**

**Dated :21-08-2013**

**Company Secretary**

#### NOTES :

1. **A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE ON HIS BEHALF. THE PROXY SO APPOINTED NEED NOT NECESSARILY BE A MEMBER OF THE COMPANY. THE INSTRUMENT APPOINTING THE PROXY SHALL BE DEPOSITED AT THE REGISTERED OFFICE OF THE COMPANY NOT LATER THAN 48 HOURS BEFORE THE TIME FIXED FOR HOLDING THE MEETING.**
2. The Register of Members and Share Transfer Books of the Company will remain closed from 14<sup>th</sup> September, 2013 to 26<sup>th</sup> September, 2013 (both days inclusive).
3. Dividend on equity shares as recommended by the Directors for the Financial year ended 31<sup>st</sup> March, 2013, if declared at this Annual General Meeting will be paid to the shareholders whose names appear:
  - a) as beneficial owners at the end of the business hours on 13<sup>th</sup> September, 2013 as per the list to be furnished by Depositories in respect of the shares held in the electronic form and
  - b) as members in the Register of Members after giving effect to all valid share transfers in physical form lodged with the Company/ R & T Agent on or before 13<sup>th</sup> September, 2013.
4. Members holding shares in physical form are requested to furnish bank details by 13<sup>th</sup> September 2013 to our R & T Agent - M/s Karvy Computershare Private Limited, Plot No. 17 to 24, Vittal Rao Nagar, Hyderabad- 500 081 in order to incorporate the same on the dividend warrants.
5. Shareholders holding shares in electronic form may kindly note that their Bank details as furnished by their Depositories to the Company will be printed on their Dividend Warrants as per the applicable regulations of the Depositories and the Company will not entertain any direct request from such shareholders for deletion/change in such Bank details. Shareholders who wish to change Bank details are therefore requested to advise their Depository Participants about such change, with complete details of Bank Account. Instructions, if any, already given by them in respect of shares held in physical form will not be automatically applicable to shares held in electronic mode.
6. Electronic Clearing Service (ECS) facility: With respect to payment of dividend, the Company provides the facility of ECS to all shareholders, holding shares in electronic form and physical forms, in the cities where the facility for ECS is available. Shareholders holding shares in physical form, who wish to avail ECS facility may authorise Company with their ECS mandate in the prescribed form which may be obtained from Registrars & Transfer Agent, M/s. Karvy



## DREDGING CORPORATION OF INDIA LIMITED

Computershare Private Limited on request. The requests for payment of dividend through ECS for the year 2012-13 should be lodged with M/s Karvy Computershare Private Limited on or before, 13<sup>th</sup> September, 2013.

7. a) Members holding shares in physical form are requested to promptly notify any changes in their addresses to the R & T Agent of the Company, M/s Karvy Computershare Private Limited on or before 13<sup>th</sup> September, 2013.  
b) Shareholders holding shares in dematerialised form are requested to advise immediately change in their address, if any, quoting their Client ID No., to their respective Depository Participants.
8. Members are requested to note that pursuant to provisions of Section 205 A (5) read with Section 205C of the Companies Act, 1956, the dividend remaining unclaimed/ unpaid for a period of seven years from the date of transfer to the unpaid dividend account pursuant to Section 205 A (1) of the Companies Act, 1956 shall be credited to the "Investors Education and Protection Fund" (IEPF) set up by the Central Government. Members who have so far not claimed dividend are requested to make claim with the Company as no claim shall lie against the Fund or the Company in respect of individual amounts once credited to the said fund. The unclaimed final dividend for the year 2005-06 declared at the AGM held on 28/09/2006 is due for transfer to the IEP Fund on 27/09/2013.  
Shareholders who have not so far encashed the dividend warrant (s) are requested to seek issue of duplicate warrant (s)/demand drafts by writing to Company's Registrar and Transfer Agents, M/s Karvy Computershare Private Limited immediately. Shareholders are requested to note that no claims shall lie against the Company or the said Fund in respect of any amounts which are unclaimed and unpaid for a period of 7 (seven) years from the dates they first became due for payment and no payment shall be made in respect of any such claims.
9. Consequent upon the introduction of Section 109A of the Companies Act, 1956 shareholders are entitled to make nomination in respect of shares held by them in physical form. Shareholders desirous of making nominations are requested to send their requests in Form 2B (which will be made available on request) to the Registrar and Transfer Agents, M/s Karvy Computershare Private Limited.
10. Members are requested to bring their copies of Annual Report to the meeting. Members/Proxies attending the meeting should bring the attendance slip, which should be duly filled in, signed and handed over at the venue of the meeting.
11. Corporate Members intending to send their authorised representatives to attend the Annual General Meeting are advised to send a duly certified copy of the Board Resolution authorising their representative to attend and vote at the meeting.
12. Members seeking any information with regard to accounts are requested to write to the Company at the earliest to facilitate keeping the information ready.
13. Entry to the Auditorium will be strictly against Entry Slip available at the counters at the venue and against exchange of Attendance slip.
14. Brief resume of the Directors who are due to retire by rotation and are proposed to be re-appointed at this AGM is as under:-

### DETAILS OF THE DIRECTORS SEEKING RE-APPOINTMENT / APPOINTMENT AT THE 37<sup>TH</sup> ANNUAL GENERAL MEETING

Name of the Director	B. Poiyaamozhi	Dr.S. Narasimha Rao
Date of Birth	07/08/1956	20/09/1941
Date of appointment	03/04/2013	06/12/2010
Qualifications	M.E.,	M.E., Ph.D, IIS, Bangalore
Expertise in specific functional areas	Harbour Engineering, Planning, Operation aspects including dredging, planning aspects of road/rail connectivity to ports etc.	Dredging, Rock, Characteristics, Soil exploration, design of foundations, structural systems for Ports, Jetties, Ocean Engineering, Civil Engineering
Shareholding in DCI	Nil	Nil
List of public Companies in which Directorship held	Kolkata Port Trust - Member	Karaikal Port Limited - Member



## DREDGING CORPORATION OF INDIA LIMITED

### DIRECTORS' REPORT FOR THE YEAR 2012-13

Your Directors have pleasure in presenting this 37<sup>th</sup> Annual Report together with the audited accounts of the Company for the year ended 31<sup>st</sup> March, 2013.

#### CAPACITY AUGMENTATION

The long wait for capacity augmentation is finally over with the first and the second of the three state of the art Trailer Suction Hopper dredgers of 5500 Cu.M Hopper Capacity each ordered in 2010- DCI Dr.XIX and DCI Dr.XX, joining the fleet in December, 2012 and July, 2013 respectively. The third dredger is expected to join the fleet in February, 2014.

The addition of these dredgers will help the Company to meet the dredging commitments at various ports in an unhindered way as well as enable the Company to take up refurbishment of the existing aged dredgers so as to enhance their life as well as their efficiency.

In continuation of the steps taken for capacity augmentation, the Company proposes to order two 9000 Cu.M Hopper capacity TSHDs during the current 12<sup>th</sup> Plan period 2012-2017. The Company is sure that with the ongoing capacity augmentation, the performance will continue to improve over the years to come. The Company is having discussions with Ports for part financing the proposed new Dredgers

#### TAX FREE BONDS

During the year vide notification No. 46/2012F.No. 178/60/2012-(ITA.1) dated 6<sup>th</sup> November, 2012, Ministry of Finance, Govt. of India, authorised the Company to issue tax-free, secured, redeemable, non convertible bonds to an extent of ₹50000 lakhs for financing the capital acquisition plans. The public issue of the said Tax free Bonds was in March 2013, and the Company mobilized an amount of ₹5887.80 lakhs. The amount raised has been utilised for part payment of the third dredger – DCI Dr. XXI. The tenure of the bonds is 10 years. The coupon rate is 6.97% p.a. and additional coupon rate of 0.5% for original allottees of retail individual investors category. The Bonds are fully secured by way of charge of movable property in terms of the approval of the Ministry of Corporate Affairs, Government of India vide letter No. 07/01/2012-CL-VI dated 18/02/2013.

#### FINANCIAL RESULTS

The year witnessed 31% growth in the operations of the company with the operational income increasing to ₹63491.60 lakh as compared to ₹48469.02 lakh for the previous year. The other income is ₹310.38 lakh as compared to ₹1292.47 lakh for the previous year.

The total income for the year is ₹63801.98 lakh as compared to ₹49761.49 lakh for the previous year.

Profit after tax increased to ₹2050.90 lakh as compared to ₹1318.10 lakh for the previous year i.e a rise of 56%

The Company's earning per share for 2012-2013 is ₹7.32 as compared to ₹4.71 for the previous year.

#### DIVIDEND

Keeping in view the financial performance of the Company and other relevant considerations, your Directors have recommended payment of dividend @ 20% on the paid up capital of the company i.e ₹2 per equity share amounting to ₹655.20 lakh including dividend tax of ₹95.20 lakh for the year 2012-13. A sum of ₹160.00 lakh has been transferred to General Reserves for the year ended 31/03/2013.

#### DCI FLEET

The Company has, 11 Trailer Suction Hopper Dredgers (TSHDs), 3 Cutter Suction Dredgers (CSD) and one Back Hoe Dredger apart from other ancillary crafts. One more TSHD has joined the fleet in July, 2013. Ministry has given approval in March 2013 for decommissioning and disposal of the vessel Dredge V as scrap. The vessel is decommissioned in July, 2013 and the sale will be completed during the year. The dredger wise particulars as on date are as under: -

Craft	Year of Built	Hopper Capacity (Cu.M)	Pumping Capacity (Cu.M/hr)
<b>Trailer suction Hopper Dredger (TSHD)</b>			
DCI Dredge VI	1975	3770	-
DCI Dredge VIII	1977	6500	-
DCI Dredge IX	1984	4500	-
DCI Dredge XI	1986	4500	-
DCI Dredge XII	1990	4500	-
DCI Dredge XIV	1991	4500	-
DCI Dredge XV	1999	7400	-
DCI Dredge XVI	2000	7400	-
DCI Dredge XVII	2001	7400	-
DCI Dredge XIX	2012	5500	-
DCI Dredge XX	2013	5500	-
<b>Cutter suction Hopper Dredger (CSD)</b>			
DCI Dredge VII	1976	-	1000
DCI Dredge Aquarius	1977	-	2000
DCI Dredge-XVIII	2009	-	2000
<b>Back Hoe Dredger</b>			
DCI Dredge-BH1	2011	-	-



## DREDGING CORPORATION OF INDIA LIMITED

### DREDGING OPERATIONS

The Company is catering to the dredging requirements of the Haldia/ Kolkata Port for the past thirty years. The Company also caters to the maintenance dredging requirements of other major ports/ India Navy etc. The Company is taking up capital dredging assignments depending on the availability of the vessels and other logistic requirements.

During the year under review, maintenance dredging contracts were executed for Kolkata Port, Visakhapatnam Port Trust, Gangavaram Port, Cochin Port, Kandla Port and Chettinadu Coal Terminal at Ennore. Capital Dredging Contracts were executed at Paradip Port, Ennore Port, Cochin Port and Kandla Port. The long pending dredging works at the ICTT of Cochin Port Trust was successfully completed and the container terminal was fully commissioned.

The above works were executed either under the existing contracts or renewal of the contracts entered into with the Ports etc., during the previous years or new contracts entered into during the year.

### CAPACITY UTILISATION

The capacity utilisation in number of days and quantity dredged as against the targets during the year is as under:-

	Target	Actual	% Utilisation
No. of Days	3376	2956	88%
Quantity (Lakh Cu.M)	741	593	80%

### MEMORANDUM OF UNDERSTANDING

The Company has signed Memorandum of Understanding (MOU) with Government of India for the year 2013-14. The Company is expecting a rating of "Very Good" for 2012-13.

### INTERNATIONAL SAFETY MANAGEMENT (ISM) CODE

- All dredgers (except dumb vessels Dr - VII and Dr. XVIII) and Tug- VII of DCI hold valid Safety Management Certificates (SMC).
- DCI holds a Document of compliance (DOC) valid till 24-06-2017. The same is being endorsed every year after annual verification audit by DG Shipping.

### SHIP SECURITY SYSTEM (ISPS)

All dredgers (except dumb vessels Dr. - VII and Dr. - XVIII) and Tug - VII of DCI hold valid International Ship Security Certificates (ISSC).

### QUALITY MANAGEMENT SYSTEM (ISO 9001:2008)

DCI is certified for Quality Management System (ISO 9001:2008) and the certificate is valid up to 26<sup>th</sup> February' 2016. The QMS surveillance audit is being carried out every year by IRQS as part of certification of the system.

### ENVIRONMENT MANAGEMENT SYSTEM (ISO 14001:2004)

DCI is certified for Environmental Management System (ISO 14001:2004) and the certificate is valid up to 14<sup>th</sup> March' 2016. The EMS surveillance audit is being carried out every year by IRQS as part of certification of the system.

### MEMBERS/ INVESTOR SERVICES

The shares of the Company are listed on Delhi, Mumbai, Calcutta and National Stock Exchanges. The shares of the Company are dematerialised with both the depositories, NSDL and CDSL. The tax free bonds are listed with the Stock Exchange, Mumbai. M/s. Karvy Computershare Private Limited, Hyderabad are the R & T Agents of the Company.

### PARTICULARS OF THE EMPLOYEES UNDER SECTION 217 (2A) OF THE COMPANIES ACT, 1956:

The particulars of employees for the year 2012-13 as required under Sec. 217 (2A) of the Companies Act, 1956 is "Nil" as no employee earned a salary of ₹60 lakhs per annum or ₹5 lakh per month during the year 2012-13.

### DIRECTORS' RESPONSIBILITY STATEMENT

Pursuant to the provisions of sub-section (2AA) of Section 217 of the Companies Act, 1956 your Directors confirm:

- that in the preparation of the Annual Accounts, the applicable accounting standards had been followed along with a proper explanation relating to material departures;
- that the Directors had selected such accounting policies and applied them consistently and made judgements and estimates that are reasonable and prudent so as to give a true and fair view of the state of affairs of the company at the end of the financial year and of the profit or loss of the company for that period;
- that the Directors had taken proper and sufficient care for the maintenance of adequate accounting records in accordance with the provisions of the Act for safeguarding the assets of the Company and preventing and detecting fraud and other irregularities;
- that the Directors had prepared the Annual Accounts on a going concern basis.

### INFORMATION TO BE GIVEN UNDER COMPANIES, (DISCLOSURE OF PARTICULARS IN THE REPORT OF BOARD OF DIRECTORS) RULES, 1988.

- Conservation of energy under Sec.217(1)(e): Your Company does not fall under the category of companies which are required to furnish this information. However, the following measures have been taken:
  - All the dredgers in DCI fleet are installed with sophisticated and state-of-the art instrumentation like Differential Global Positioning System (DGPS) and Draft Volume Load Monitoring (DVL) system to facilitate efficient dredging with potential energy saving.
  - While procuring new dredgers, fuel efficient design with advanced technology is selected.
  - Continuous efforts are being made to optimise the fuel consumption on board dredgers as cost of fuel constitutes approximately 35-40% of operational cost.



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b) Technology absorption under Section 217 (1) (e): There was no transfer of technology and consequently there is no absorption of technology during the year.	
c) Foreign Exchange earnings and outgo Under Section 217 (1)(e):	(₹ In Lakhs)
i) Foreign Exchange Earnings:	0.00
<b>Total</b>	<b>0.00</b>
ii) Foreign Exchange outgo:	
a) Import of components and spares (CIF value)	5504.43
b) Payment of interest on foreign currency loan	146.84
c) Foreign travel	26.57
<b>Total</b>	<b>5677.84</b>

### IMPORT SUBSTITUTION

The Company has initiated action for design and manufacture of the spare parts indigenously in collaboration with another PSU.

### CORPORATE GOVERNANCE AND MANAGEMENT DISCUSSION AND ANALYSIS REPORT

Pursuant to the DPE Guidelines and Clause 49 of the Listing Agreement with the Stock Exchanges, Management Discussion and Analysis Report, Corporate Governance Report and Certificate from the Company Secretary in practice regarding compliance of conditions of Corporate Governance are attached, forming part of this Report.

### MAN POWER:

The total number of employees (both Shore and Floating) in the Corporation, as on 31<sup>st</sup> March, 2013 was 620, as against 629 during the previous year.

### EMPLOYMENT OF VARIOUS RESERVED CATEGORIES:

The manpower position with regard to various reserved categories is as indicated hereunder:

#### A. Employment of SC/ST Candidates

The Corporation continued its efforts to fulfill its obligation in providing employment opportunities to SC/ST candidates, in accordance with the Government Policy. The overall representation of SC/STs in the Corporation (both Shore and Floating Establishments, but excluding MPWs) as on 31<sup>st</sup> March, 2013 was SCs - 97, i.e., 15.65 % as against prescribed percentage of 16.66% and STs 31 i.e., 5% as against the prescribed percentage of 7.5%.

#### B. Employment of Ex-Servicemen

The representation of Ex-Servicemen (both Shore and Floating) in group C and D categories in the Corporation was 10.39% and Nil as against the percentage of 14.50% and 24.50% respectively as prescribed by the Government.

#### C. Employment of Physically Handicapped

The number of physically handicapped employees in the Corporation as on 31<sup>st</sup> March, 2013 is 7 (seven), the group-wise break-up A, B, C & D is as furnished hereunder:-

Group	Sanctioned strength	Persons in position in identified posts	No. of persons with disabilities actually employed in identified posts	Percentage with reference to identified posts
A	181	33	2	6.06
B	81	44	2	4.54
C	78	71	3	4.22
D	08	05	Nil	Nil
Total	348	153	07	4.57

The overall percentage of Group 'A' & 'B' posts comes to 5.19% of the identified posts in these Groups, which is higher than the prescribed 3%. The overall percentage of Group 'C' and 'D' posts comes to 3.95% of the total sanctioned strength in these groups which is higher than the prescribed 3%. The Physically handicapped persons are being paid additional conveyance assistance as per the Government instructions.

#### D. Employment of women

The number of women employees on Rolls as on 31<sup>st</sup> March, 2013 is 57 as against 45 as on 31<sup>st</sup> March, 2012. Out of them number of executives is 14 and Non-Executives is 43.

#### Compliance with Government's Policy on Women:

Basing on the Supreme Court's judgement and keeping in view the Government instructions on sexual harassment of women at work places, a complaints Committee headed by a woman officer was constituted to inquire into the complaints of sexual harassment at work places. A complaints register is also being maintained.

DCI is a Life Member of the Forum for Women in Public Sector and one women representative from DCI has been nominated to the above forum. Apart from the Trade Unions, the problems, if any, relating particularly to women employees are looked into as and when the same are brought to the notice of the Management.

### EXISTING BENEFITS AND WELFARE MEASURES FOR THE WOMEN EMPLOYEES :

- i) The women employees in the Corporation are entitled to 180 days of Maternity Leave.





## DREDGING CORPORATION OF INDIA LIMITED

- ii) Special Casual leave not exceeding 14 working days is sanctioned to regular women employees of the Corporation to undergo non-puerperal sterilisation.
- iii) One day special casual leave is allowed to the regular women employees of the Corporation who had ICUD insertions.
- iv) Basing on Apex Court's judgement and keeping in view the Government instructions on Sexual harassment of Women at work places, a Complaints Committee headed by a Woman Officer was constituted to inquire into the complaints of Sexual Harassment at work places. A Complaints Register is also being maintained.
- v) DCI is a Life Member of the Forum for Women in Public Sector and one women representative from DCI has been nominated to the above forum. Apart from the Trade Unions, the problems, if any, relating particularly to women employees are looked into as and when the same are brought to the notice of the Management.
- vi) As a welfare measure, a Rest Room is provided exclusively for the women employees.
- vi) Working uniforms are provided to Group'D' women employees, as per the scales prescribed in the Rules.
- vii) The women employees of DCI are sponsored to various in-house and also external training programmes. Out of 57 women employees, 18 had undergone training during the year 2012-13.
- viii) Women's Day was celebrated on 08.03.2013 in DCI.

### WAGE SETTLEMENTS

#### A. FLOATING ESTABLISHMENT :

- i) The INSA-MUI (FG/HT) Agreement in respect of Floating Officers, for the periods from 2012 to 2014 is due for revision w.e.f. 01.04.2012.
- ii) The INSA-NUSI Agreement, relating to HT Petty Officers for the periods 2012-15 has been implemented.
- iii) The Wage Agreement of Crew/MPWs for the period from 2012-15 has been implemented.

#### B. SHORE ESTABLISHMENT:

- i) The Revised Pay Scales of Executives have been implemented w.e.f. 01.01.2007.
- ii) The wage revision of Non-Executive employees in the Shore Establishment has been implemented w.e.f. 01.01.2007.

### INDUSTRIAL RELATIONS:

The industrial relations in the Corporation continued to be cordial throughout the year under report.

### WELFARE MEASURES:

The Corporation continued various welfare schemes viz., Family Pension Scheme, Group Gratuity Assurance Scheme, Personal Accident Insurance Coverage, Group Savings Linked Insurance Scheme, Contributory Provident Fund, Maternity Benefit Scheme, Subsidised Canteen Facility, Transport Subsidy, Medical Attendance, Leave Travel Concession, Incentive Scheme for acquiring higher qualifications, Merit Scholarships for the children of SC/ST employees, and Mediclaim medical attendance facility for the retired employees etc. Other welfare measures such as House Building Advance, HBA Interest Subsidy, HBA Family Security Mutual Fund, Special casual leave for maternity/paternity and incentives for adopting small family norms and advances for children's higher education, marriage and purchase of computer etc., are extended to the employees.

### HUMAN RESOURCES DEVELOPMENT

The Corporation is making sincere and concerted efforts for the overall development of Human Resources.

- i) During the year 2012-13, 268 employees were trained in various training programmes.
- ii) During the year 2012-13, 12 DCCP Apprentice Trainees and 8 Industrial Trainees were inducted for training for a period of 12 months.
- iii) One senior executive was sent to Antwerp, Belgium, to attend APEC Tailormade Course on "Port Planning and Management" organized by Antwerp/Flanders Port Training Centre VZW from 25.02.2013 to 08.03.2013.

### IMPLEMENTATION OF THE RIGHT TO INFORMATION ACT, 2005

As per the Directives of the Government of India, the Corporation implemented the Right to Information Act, 2005 w.e.f. 12.10.2005, and made all required infrastructural arrangements such as appointment of Public Information Officers, Asst. Public Information Officers and Appellate Authority; Publication of 17 prescribed manuals giving classified Corporate Information about DCI for the information of the public; set-up of procedure and submission of periodical reports on the progress of implementation of the Act. All the officers concerned were imparted training and sent to seminars conducted by professional bodies. A record is also being maintained for monitoring the requests from public seeking information and the replies by the concerned are also being co-ordinated. Required periodical reports on the implementation of RTI/ Status of RTI replies are being furnished to the Ministry, CIC from time to time.

### ACTIVITIES OF PUBLIC GRIEVANCES AND COMPLAINTS CELL :

A Public Grievance Cell has been functioning in the Corporation since 1988 to look into the Grievances/Complaints received from the Public. The Joint General Manager (HSE) is designated as the Director of Public Grievances, As per the Ministry's guidelines, a status report is being submitted for the information of the Board of Directors at the Board meetings and a quarterly status report is forwarded to the Ministry. In line with the Ministry's direction, a Public Grievance Redressal and Monitoring System (PGRAMS) software was installed in the Computer Network in the Corporation, which works in hand-shake mode between the Ministry and the Corporation. Complaints received during the year were suitably taken care.

### INFORMATION & FACILITATION COUNTER

In order to ensure transparency in the functioning of the Corporation and also for easy and speedy access for any information to the public, an INFORMATION & FACILITATION COUNTER (IFC) was set up at DCI Head Office, Visakhapatnam and the same is notified in the web-site also.



## DREDGING CORPORATION OF INDIA LIMITED

### PROGRESSIVE USE OF HINDI

- The Corporation continued its efforts to implement the Official Language Policy of the Government. An Incentive Scheme to award cash prizes, etc., is in vogue in the Corporation and employees trained under inservice training in Hindi and qualified in various examinations conducted thereunder are being awarded cash awards.
- Hindi week was celebrated during September 2012. Table Training / work-shop was arranged for employees to impart working skills drafting & noting in Hindi, and operation of Bilingual software.
- Computerisation of forms / correspondence and reports in Hindi, was implemented in various departments. Several formats, salary slips, PF Statements, letter-heads, visiting cards, banners and other items of stationery were got printed / made bilingual and the same were made available on the computers. Web-site information was also updated in Hindi. Unicode was installed in various functional Departments.
- Issue of Office Orders / Circulars, Reports submitted to Government and Parliamentary Committees was ensured in bilingual. ISM Policy, ISM Code, all ISM Manuals, Safety Instructions, etc., were translated into Hindi and subsequent amendments are being updated from time to time. Correspondence in Hindi was extended to some more areas of work - such as RTI and Public Grievances.
- The officers of the Corporation actively participated in the meetings and activities of the Town Official Language Implementation Committee, Visakhapatnam during the year.

### CITIZEN'S CHARTER

As per the directives of the Government of India, to focus on the commitment of DCI towards its citizens / clients in respect of standard of services, information, choice and consultation, non-discrimination and accessibility, grievance redress, courtesy and value for money, including expectations of the Organisation from the citizen/client for fulfilling the commitment of the Organisation, a Citizens' Charter approved by the Competent Authority was posted on the Corporate website.

As part of requirement thereof, a Task Force has been re-constituted with representatives from the Management and Staff Unions, as well as from the Visakhapatnam Port Trust, a local clientele organisation. The Task force attends to the duties as prescribed by the Department of Administrative Reforms and Public Grievances. The HoD (HR) is designated to be the Nodal Officer to coordinate and monitor the formulation and implementation of the Citizens Charter in DCI, who also functions as the Member Secretary of the Task Force.

### ACTIVITIES OF VIGILANCE DEPARTMENT

During the year 2012-13 the Vigilance department has taken significant measures to integrate its activities with other departments of the Corporation and provide a pro-active orientation to interface it with managerial process. As a part of the same, periodic, surprise and CTE type inspections have been carried out and systemic deficiencies and irregularities noticed have been communicated to concerned departments for necessary action. Vigilance Awareness week was observed during 29<sup>th</sup> October 2012 to 3<sup>rd</sup> November, 2012. Vigilance web page on the Company's website has been redesigned incorporating various aspects of vigilance, besides launching of online complaint system. The Vigilance Bulletin "Alert" is being published for dissemination of the latest information and knowledge on vigilance.

### IMPLEMENTATION OF JUDGEMENTS/ ORDERS OF THE CAT

There were no judgements/Order of the CAT pertaining to the Company during the year.

### STATUTORY AUDITORS

M/s G.R.Kumar & Co., Chartered Accountants, Visakhapatnam were appointed by the Comptroller and Auditor General of India as Statutory Auditors for auditing the accounts of the Company for the financial year 2012-13. Pursuant to Section 224(8)(aa) of the Companies Act, 1956, the remuneration of the Auditors has to be approved by the Members at the AGM. The Board recommends the remuneration of ₹2.50 lakhs plus service tax as applicable for the year 2012-13 for approval of the Members at this AGM.

### INDEPENDENT AUDITORS' REPORT , C&AG COMMENTS AND MANAGEMENT COMMENTS TO THE QUALIFICATIONS IN INDEPENDENT AUDITOR'S REPORT

The Independent Auditor's Report on the Accounts for 2012-13 given by the Statutory Auditors is placed along with the Accounts. The Comments of the Comptroller and Auditor General of India on the Accounts for the year ended 31<sup>st</sup> March, 2013 are placed next to the Statutory Auditor's Report. The Statutory Auditors have qualified their Report as under:-

#### QUOTE

The Company has not recognized impairment of long term investments of ₹3,000 lacs (Last year : ₹3000 lacs) in M/s. SCL; which is not in accordance with para 17 of "AS-13 Accounting for investments" as prescribed under sub-section 3C of section 211 of the Act. The decline in investment value (other than temporary), is envisaged with reference to Investee's assets and results, prolonged litigation, expected cash flows, restrictions on distributions by Investee or disposal by Investor etc.

Had such provision been recognized, the profits of the Company for the year ended 31<sup>st</sup> March, 2013 and the reserves of the Company as at 31<sup>st</sup> March, 2013 would have been lower by ₹3,000 lacs; thereby resulting in net loss of ₹949.10 lacs.

#### UNQUOTE

#### The Management's reply to the qualification in the Auditors report is as under:

The Management is of the view that the qualification of the Auditors is unwarranted as Sethusamudram Corpoation Limited (SCL) is a Special Purpose Vehicle floated solely for the purpose of the Sethusamudram Ship Channel Project (SSCP) with Central Government as majority shareholder holding 66% of the ₹745 Cr. paid up share capital along with Ports, SCL and DCI. The holding of DCI is ₹30Cr which is only about 4% of the paidup share capital of SCL. There is no private investment. It is incorrect to assume that there is any decline in