

TRAINING COMMITTEE MEETING
27 March 2008
1000H

- I. Review of the Minutes of Meeting of 27 February 2008**
- II. Matters Arising from the Previous Minutes**
 - 1. Promotion Training Record Book
 - 2. On Board Monitoring of Training
- III. Training Fund**
 - 1. Summary of Receipt & Disbursement for the month of February 2008
- IV. Cadetship Program**
 - 1. Updates on 2007 Scholars/Fast Tracks Cadetship Program
- V. Other Matters**

**TRAINING COMMITTEE
MINUTES OF THE MEETING
27 February 2008
1030H to 1120H**

Present

Mr. Brian G. Phipps	Director, TNKC (Manila)
Capt. M. Kono	Principal's Representative
Capt. A. F. Alvaro	Asst. Gen. Manager for Operations, Div I, VMC
Capt. F. M. Romo	Asst. Gen. Mgr. for Operations, Div. II, VMC
C/E Pedrito Fadul	Asst. Gen. Mgr. for Special Crew Development Program, VMC
Mr. G. L. Manaloto	Asst. Gen. Mgr. for Admin/Acctg/Finance
Capt. L. S. Calumpang	Asst. Gen. Mgr. for Training Division, VMC
Capt. R. D. Durana	Training Manager, TNKC (Manila)
2/M Jay B. Alfaro	Cadetship Coordinator

Absent

Mr. E. M. Marquez	President, VMC
Capt. Noel D. Dalida	Marine Manager, TNKC (Manila)
Mr. Jiro M. Marquez	Asst. General Manager, VMC

The meeting was convened at VMC Conference Room on 27 February 2008.

I. REVIEW OF THE MINUTES OF THE PREVIOUS MEETING

Mr. Phipps presided over the presentation and review of the minutes of the meeting of 27 February 2008.

The minutes were found in order.

II. MATTERS ARISING FROM THE PREVIOUS MINUTES

**1. Training Courses/ Seminars and Modules
Promotion Record Book**

Mr. Phipps inquired if all Promotion Training Record Books have been sent onboard.

In response Capt. Calumpang informed the committee that as of this date all training record Books have been given and generally distributed to all crew onboard. In addition to this, additional three hundred (300) pieces of Training Record Book have been purchased for distribution for newly hired crew.

Onboard Monitoring of Training

Mr. Phipps also inquired if Veritas has already received any comment from the vessel on board regarding the Onboard Monitoring of Training. In response to the query, Capt. Calumpang said that he has already received the checklist which was compiled and to be distributed to the Operations Dept. Managers.

Capt. Alvaro said that, during vessel visitation recently conducted, there are also some negative comments from the senior officers especially the Japanese Officers. These officers are saying that the procedure adds up to their work. Capt. Alvaro explained to the Master and the Chief Officer that this work can be delegated to the Chief Officer and the 1st Assistant Engineer. Capt. Alvaro suggested to the committee to modify/rectify the Onboard Monitoring of Training System.

Mr. Phipps said that prior to the embarkation of the Masters, we could properly explain to them why the company wants this procedure to be implemented. We should explain to them that this is also for their best interests because these crew on training will be the one they will be sailing with in the years to come, thus, making their life easier on board. Secondly, Veritas ought to reiterate to everybody on board that these trainings are nothing out of the ordinary. These are trainings that they should have been doing all their lives. We have to reiterate to them that it is their duty.

Onboard Accounting

Mr. Phipps asked Mr. Manaloto if there is any progress regarding the onboard accounting which was discussed during the previous Training Committee Meeting.

Mr. Phipps requested a result regarding the subject to be presented on the next Training Committee Meeting.

III. TRAINING FUND

Training Fund is in very healthy situation as of December 2007. The opening balance for the year on 01 January 2007 at Php 2,306,899.77 ended up at Php 3,652,000 as of 31 December 2007 or increment of Ps 1,345,437.86 or equivalent to 58 % increase.

Actual RECEIPTS in 2007 resulted favorably as compared with budgeted receipts with more than Ps 364,384.81 positive variance or equivalent to 1.52%. Main reason for this is the collection of Training fees for Riders (Maintenance crew, cadets) that are not budgeted and the understatement in estimating K-line ME bridging costs against actual collections (Detailed explanations in separate sheet)

On the other hand the actual total expenses in 2007 is way below the budget by 3.4 % or amounting to Ps 809,804.66, which is in effect work favorably for Training dept. Reasons for the said variance is explained separately as per attached.

Mr. Manaloto presented the budget for the year 2008, he estimated that Training Fund for the years 2008 will end drastically down to Php 318,000 from the beginning balance of Php 3,652,000.

He stressed that the total bulk of expenses for the year will be allocated to Cadetship and Upgrading program with total budget of Ps 12,446,230, which is already 70% or projected receipts of Ps 17,653,540. He further mentioned that above budgeted costs will be spent to total of 88 Cadets (33 Decks, 56 engine –including ME Bridging and 29 Cooks). On the other hand cost is also allocated for 45 engine boy/oiler program and for 30 Jr. Officers program.

IV. CADETSHIP PROGRAM

1st Batch Veritas ME+ & EE+ Bridging Program

A total of six (6) out of the ten (10) cadets of the 1st Batch ME+ & EE+ Bridging Program on board have already disembarked. These 6 cadets are currently on review for the preparation of the PRC Licensure Examination. The four (4) remaining cadets are scheduled to be disembarked by March 2008 and will join the review by that time.

2nd Batch Veritas ME+ & EE+ Bridging Program

A total of eleven (10) out of twelve (12) cadets of the 2nd Batch ME+ & EE+ Bridging Program are now on board their respective vessels. One ME+ Cadet have already been disembarked last January 2008 and was not promoted to Wiper Position.

Seiun Maru Ship Training

Twelve (12) MAAP IMMAAJ Cadets of Batch 2010 who will be boarding the Japanese Training Ship "Seiun Maru" on April – May 2008 are now processing all their needed documents. By the month of June, these cadets will disembark the subject Training Ship and will board Veritas Vessels to complete the one (1) year Shipboard Training requirement in order to qualify for the PRC Board Examination.

Cadets on Academic Training

By March or April 2008, ten (10) cadets from Cagayan de Oro as well as eight (8) cadets from Davao Merchant Marine Academy (DMMA) will graduate. After these cadets have processed their pre-departure documents, they will be undergoing their three (3) months in-house trainings.

Maritime Education Scholarship Program

The final list of twenty-two (22) qualified students to avail of the scholarship is already with the Training Department. From the original twenty-three (23) students, one of these had backed out during the Memorandum of Agreement (MOA) Signing. Veritas intends to get another two (2) students to complete the twenty-four initial requirement.

V. ADDITIONAL TRAINING MATERIALS/EQUIPMENT

Nil

VI. OTHER MATTERS

The meeting was adjourned at 1120H

Next meeting will be on 27 March 2008.

Prepared by:

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