Annexure-I

Seamen's Provident Fund Organization, Mumbai

Check – List

Sr. No.	Particulars of documents to be submitted by ship owner	Page No
1	Application for NOC from Owner (owner as per the Certificate of Registry)	
2.	Undertaking from owner towards payment of unpaid dues or future Provident Fund liability in respect of seafarers engaged on the ship. (Application and undertaking from Agents will not be entertained)	
3.	Undertaking towards submission of Articles of Agreements and Provident Fund payments of seafarers currently on board within 3 days of their sign-off.	
4.	Crew List of the Vessel	
5.	Date from which the vessel is registered under Indian flag by the ship owner	
6.	Date of making the last Provident Fund Contributions deposit to Semen's Provident Fund Organization.	

Date:

Applicants Signature
Name & Designation

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Sr. No.	Particulars	
7.	Dues outstanding for	
	(a) Provident Fund	
	(b) Administrative Charges.	
	(c) Damages	
	(d) Any other dues to be received from the Shipping Company.	
8.	Un-posted records : No. of Items	
	(a) Total no. of un-posted Items for the Company/owner	
	(b) No of un-posted items cleared.	
	(c) No of unposted items still pending	

Asst. D.S. O.S. A.A.O. Commissioner.