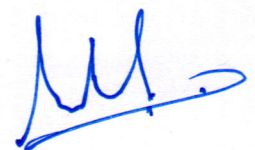
	<p align="center"><u>DIRECTORATE GENERAL OF SHIPPING,</u> <u>GOVT.OF INDIA, MUMBAI</u></p>	<p align="center">IS/ISO Clause No.7.1</p>
<p>Ref.:QMS - 7.0</p> <p>Page 1</p>	<p>Subject: Closure of all “Facilitation Centers”</p>	<p>No.TR/CIR/6(3)/2019</p>
	<p align="center">Training Circular No. 12 of 2019</p>	<p>Date : 19.07.2019</p>

1. Whereas the Directorate had issued NT / ENGG. Circular No. 12 of 2012 dated 28 / 12 / 2012 delegating the duty of issuing watchkeeping certificates to ratings to the industry organizations such as “Indian National Ship-owners Association” (INSA), “Indian Coastal Conference Shipping Association” (ICCSA), “Foreign Owners Representatives and Ship Managers Association” (FOSMA) and “Maritime Association of Ship Owners, Ship Managers & Agents” (MASSA).


2. Whereas the Directorate had further issued an Addendum to NT / ENGG. Circular No. 12 of 2012 dated 16 / 04 / 2013 adding “Company of Master Mariners of India” (CMMI) and “Institute of Marine Engineers (IME) to the list of industry organizations. The Directorate had subsequently added “International Maritime Federation” (IMF) to the list of industry organizations through an Addendum to NT / ENGG. Circular No. 12 of 2012 dated 08 / 11 / 2016.

3. Whereas these industry organizations were authorized to receive the application and applicable fees from seafarers, process the application and issue the following certificates on behalf of Government of India.

3.1 Certificate of Proficiency for rating forming part of engineering watch,



- 3.2 Certificate of Proficiency for rating forming part of a navigational watch,
- 3.3 Certificate of Proficiency for Able seafarer engine,
- 3.4 Certificate of Proficiency for Able seafarer deck,
- 3.5 Certificate of Proficiency for Electro – Technical Ratings,
- 3.6 Certificate of Proficiency for basic training for oil and chemical tanker cargo operations and
- 3.7 Certificate of Proficiency for basic training for gas tanker cargo operations.
- 4 Noting that the Directorate has developed several online modules through e-governance system to facilitate and expedite services to seafarers and ease of doing business for the maritime industry.
- 5 Noting that the Directorate has now developed an e-governance module to automatically identify eligible candidates and issue the following system-generated certificates as per the prescribed Rules.
 - 5.1 Certificate of Proficiency for rating forming part of engineering watch, [For seafarers having performed the required sea service on ships having propulsion power of more than 3000 Kilo Watts (KW)]
 - 5.2 Certificate of Proficiency for rating forming part of a navigational watch, [For seafarers having performed the required sea service on ships of more than 500 Gross Tonnage (GT)]
 - 5.3 Certificate of Proficiency for Able seafarer engine, [For seafarers having performed the required sea service on ships having propulsion power of more than 3000 Kilo Watts (KW)]
 - 5.4 Certificate of Proficiency for Able seafarer deck, [For seafarers having performed the required sea service on ships of more than 500 Gross Tonnage (GT)]
 - 5.5 Certificate of Proficiency for basic training for oil and chemical tanker cargo operations and



5.6 Certificate of Proficiency for basic training for gas tanker cargo operations.

6 Noting that the Directorate is in the process of developing but has not yet developed an e-governance module to automatically identify eligible candidates and issue the following system-generated certificates as per the prescribed Rules.

6.1 Certificate of Proficiency for rating forming part of engineering watch, [For seafarers having performed the required sea service on ships having propulsion power of less than 3000 Kilo Watts (KW)]

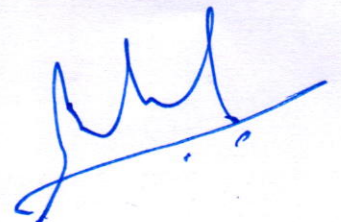
6.2 Certificate of Proficiency for rating forming part of a navigational watch, [For seafarers having performed the required sea service on ships of less than 500 Gross Tonnage (GT)]

6.3 Certificate of Proficiency for Able seafarer engine, [For seafarers having performed the required sea service on ships having propulsion power of less than 3000 Kilo Watts (KW)]

6.4 Certificate of Proficiency for Able seafarer deck, [For seafarers having performed the required sea service on ships of less than 500 Gross Tonnage (GT)]

6.5 Certificate of Proficiency for Electro – Technical Ratings.

7 The Directorate has decided that all the Facilitation Centers shall be closed from 15 / 08 / 2019. The Facilitation Centers shall not accept any application for any of the certificates listed in Para 5 and Para 6 above from 01 / 08 / 2019. The Facilitation Centers shall completely process all applications received prior to 01 / 08 / 2019 latest by 15 / 08 / 2019. Any pending applications after 15 / 08 / 2019 shall be deemed to be invalid.



- 7.1 The eligible candidates for the certificates listed in Para 5 above shall be issued system generated electronic certificate. Such candidates do not need to apply for the certificate and do not require to pay any fee. These candidates shall be informed by email and Short Messaging Service (SMS) about the issuance of the system generated certificate.
- 7.2 The eligible candidates for the certificates listed in Para 6 above shall apply to any of the Mercantile Marine Departments (MMD) for the desired certificate as per the existing procedures for application. However, they shall not be required to pay any fee. The Mercantile Marine Departments shall issue certificates to such candidates upon due verification of documents and upload the details of the certificates issued to the candidates on a daily basis on the DGS e-governance portal. A detailed procedure for issuance of certificates shall be released shortly.
- 7.3 Any case of a candidate which do not comply fully with any of the certificates listed in Para 5 or Para 6 above and any other case that may require verification of documents shall be referred to the Mercantile Marine Departments.

8 Citizen Charter and Grievances

- 8.1 Candidates who are eligible and comply with the requirements for certificates as listed in para 5 but do not get their certificate online within a period of 15 days from the date of meeting the eligibility criteria may send email to helpdesk-dgs@gov.in and express their grievance.
- 8.2 Candidates who are eligible and comply with the requirements for certificates as listed in para 6 and apply to MMD for any of the certificate but do not get their certificate from the MMD within a period of 15 days from the date of application may send email to helpdesk-dgs@gov.in and express their grievance.



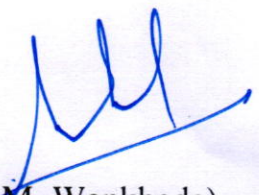
8.3 In case any deficiency is noted in any case of certification of a candidate, the candidate shall be informed and 15 days shall be counted from the day the deficiency is cleared.

9 Disciplinary Action:

- 9.1 Strict disciplinary action like cancellation of INDoS number, Continuous Discharge Certificate, and other certificates for a period of upto five years shall be immediately initiated against the candidate if it comes to the notice of the Directorate that he / she has acquired any certificate required for compliance of the desired certificate through illegal means or without attendance.
- 9.2 Strict disciplinary action like cancellation of INDoS number, Continuous Discharge Certificate, and other certificates for a period of upto of five years shall be immediately initiated against the candidate if it comes to the notice of the Directorate that the sea service performed by the candidate for compliance of the desired certificate is fraudulent.
- 9.3 Strict disciplinary action like cancellation of INDoS number, Continuous Discharge Certificate, and other certificates for a period of upto five years shall be immediately initiated against the candidate who submits incorrect data in the e-governance system or submits fraudulent documents for claiming a desired certificate. The candidate is advised not to share his/her Seafarer's Login details with any other individual / Agent.
- 9.4 Strict disciplinary action like immediate suspension of the Maritime Training Institute (MTI), immediate denial of access to e-governance portal of the Directorate and subsequent withdrawal of all approvals granted to the MTI for a period of upto five years shall be initiated against the MTI if it comes to the notice of the Directorate that the MTI has issued course certificate to a candidate



- through illegal means or without complete attendance of any course required for acquiring any of the certificate listed in para 5 or para 6.
- 9.5 Strict disciplinary action like immediate suspension of the Maritime Training Institute (MTI), immediate denial of access to e-governance portal of the Directorate and subsequent withdrawal of all approvals granted to the MTI for a period of upto five years shall be initiated against the MTI if it comes to the notice of the Directorate that the MTI has submitted incorrect data of a candidate in the e-governance system desiring to acquire any of the certificate listed in para 5 or para 6.
- 9.6 Strict disciplinary action like immediate suspension and denial of access to e-governance portal of the Directorate and subsequent withdrawal of license shall be initiated against the "Recruitment and Placement Services License" (RPSL) and the Shipping companies for a period of upto five years if it comes to the notice of the Directorate that the RPSL company or the shipping company has uploaded fraudulent sea service of a candidate.
- 10 All the Facilitation Centers, Maritime Training Institutes, Recruitment and Placement Services License holder companies, Shipping companies, Mercantile Marine Departments, Various unions of Seafarers and other stakeholders are requested to inform the candidates / companies through their notice boards and websites for wide publicity of the above instructions.
- 11 This issues with the approval of the Director General of Shipping and Additional Secretary to Government of India.


(Ashish M. Wankhede)
Deputy Director General of Shipping