



भारत सरकार/ GOVERNMENT OF INDIA
पोत परिवहन मंत्रालय / MINISTRY OF SHIPPING

नौवहन महानिदेशालय, मुंबई
DIRECTORATE GENERAL OF SHIPPING, MUMBAI

File No. 13-11012/1/202 – ENG-DGS

Date: 30.06.2020

Standard Operating Procedures

For extending validity of Certificates of those Seafarers whose Certificates are expiring after 31st December, 2020 but intending to join ships on or before 31st October 2020.

1. Considering the Force Majeure, caused by COVID-19 pandemic, the Directorate vide DGS Order No 16 of 2020 has extended all STCW certificates and associated endorsements issued by the Directorate General of Shipping (DGS) which are expiring on or before 31st December 2020, till 31 December 2021, irrespective of whether the seafarer is / was on ship at the time of expiry or not.
2. To facilitate those Seafarers who do not fall under the purview of above provisions, the Directorate has devised this SOP for extension of CoC / CoP of seafarers who are planning to join a ship but unable to fulfil all the necessary requirements for re-validation.
3. This SOP is applicable only to seafarers who are intending to join ship prior to 31st October 2020 with certificates validity expiring after 31st December 2020. All seafarer intending to join ship after 31st October 2020 with certificates expiring after 31st December 2020, will have to undergo courses and revalidate their certificates in normal way as training institutes are expected to be functional by that time.
4. Procedures for revalidation / refresher of CoC / CoP issued under Chapter II, III, IV, V, VI and VII of STCW under force majeure conditions:
 - a) Capt Girdhar Shenoy, NS for Nautical grades and Shri P. Gopinandan, E&SS for Engineering grades has been appointed by the Competent Authority as the contact person and all applications for extensions should be submitted to them at gp.shenoy@gov.in and gopinandanp-dgs@gov.in, respectively.
 - b) Copies of following documents duly self-attested to be submitted to the aforesaid contact persons along with the application.
 - Demonstration of continuous professional competence as stated in annex-1 i.e., copies of relevant pages of CoC, CoP (FPFF, AFF, PST, PSCRB, MFA, Tanker endorsements and sea services), copies of CDC and Sea-service testimonials etc as applicable.

- Letter of contract from Company about joining and period of contract.
 - Address where re-validation letter can be forwarded.
5. After satisfactory review of application, a letter extending the validity of CoC and relevant CoP till 31 December 2021 shall be issued by e-mail to the given address only without payment of requisite fees.
 6. When the Candidate comes for re-validation, his CoC shall only be re-validated for a period of 5-years, after completion of all requirements, from the date of original expiry of CoC.

This issues with the approval of Director General of Shipping.


(Vikrant Rai)

Engineer & Ship Surveyor
-cum-DDG (Tech)



ANNEX 1

Standard Operating Procedures For Extending validity of certificates of seafarers whose certificates expiring after 31st December 2020 but intending to join ships prior to 31st October 2020.

1. Regulation I/11 of the STCW Convention- Revalidation of Certificates

- .1 Every Master, Officer and Radio Operator holding a Certificate issued or recognized under any Chapter of the Convention other than Chapter VI, who is serving at sea or intends to return to sea after a period ashore, shall, in order to continue to qualify for seagoing service, be required, at intervals not exceeding five years, to:
 - .2 meet the standards of medical fitness prescribed by Regulation I/9; and
 - .3 establish **continued professional competence** in accordance with section A-1/11 of the STCW Code.
2. Every master, officer and radio operator shall, for continuing seagoing service on board ships for which special training requirements have been internationally agreed upon, successfully complete approved relevant training.
3. Every master and officer shall, for continuing seagoing service on board **tankers**, meet the requirements in paragraph 1 of this regulation and be required, at intervals not exceeding **five years**, to establish continued professional competence for tankers in accordance with section A-1/11, paragraph 3 of the STCW Code.

4. Section A-I/11 of the STCW Convention - Professional competence

Continued professional competence as required under regulation I/11 shall be established by:

- .1 approved seagoing service, performing functions appropriate to the certificate held, for a period of at least:
 - .1.1 **twelve months** in total during the preceding five years, or
 - .1.2 **three months** in total during the preceding six months immediately prior to revalidating;
- .2. Continued professional competence for tankers, as required under Regulation I/11, shall be established by:
 - .1 approved seagoing service, performing the duties appropriate to the **tanker certificate** or endorsement held, for a period of at least **three months** in total during the preceding **five years**; or
 - .2 successfully completing an approved relevant training course or courses.