



भारत सरकार / GOVERNMENT OF INDIA  
पत्तन, पोत परिवहन और जलमार्ग मंत्रालय  
MINISTRY OF PORTS, SHIPPING AND WATERWAYS  
नौवहन महानिदेशालय, मुंबई  
DIRECTORATE GENERAL OF SHIPPING, MUMBAI

F. No. 22-22/1/2021-PER-DGS (C. No. 6692)

Date: 25.11.2024

**OFFICE ORDER NO. 142 / 2024**

In continuation of DGS Order No. 138 of 2024 dated 14.11.2024, vide which Shri Krishnakant Sharma, Lower Division Clerk and Executive Assistant to the DG Secretariat, was posted to the Mercantile Marine Department Examination Centre, Noida under the administrative jurisdiction of the Director General of Shipping, Mumbai, this order hereby outlines the comprehensive roles and responsibilities to be undertaken by Shri Krishnakant Sharma. These responsibilities are to be performed on behalf of, or as a representative of, the Directorate General of Shipping. His duties are detailed as follows: --

- i. **Liaison Officer Responsibilities:** He will serve as the Liaison Officer on behalf of the Directorate General of Shipping. This role will involve close coordination with the MoPSW, where he will gather necessary information, communicate updates, and facilitate the processing and follow-up of various proposals submitted by the Directorate to the Ministry. He will act as the primary point of contact between the Directorate and the MoPSW, ensuring smooth and efficient communication on all matters pertaining to maritime administration.
- ii. **Protocol Officer Responsibilities:** He will also act as the Protocol Officer for Senior officials visiting from the Directorate General of Shipping, Mumbai. His responsibilities will include making necessary arrangements for transportation, accommodation, and other logistical requirements to ensure a smooth and organized visit for the Directorate's officials.
- iii. **Supervision of Data Entry Operators (DEOs):** He will be assigned as the lead supervisor for three Data Entry Operators (DEOs) who will be stationed at Mercantile Marine Department Examination Centre, Noida to assist with various specialized maritime tasks. He will oversee the division of their responsibilities, which are as follows: --

A. **Resource No. 1:** This DEO will focus on all **International Affairs**, including:

- a) Assisting in the preparation and submission of proposals to the International Maritime Organization (IMO).
- b) Managing and following up on bilateral and multilateral maritime matters in coordination with MoPSW.

*[Handwritten Signature]*  
25/11/24

9वीं मंज़िल, बीटा बिल्डिंग, आई थिंक टेक्नो कैम्पस, कांजुर गाँव रोड, कांजुरमार्ग (पूर्व) मुंबई- 400042

9th Floor, BETA Building, I-Think Techno Campus, Kanjur Village Road, Kanjurmarg (E), Mumbai-400042

फ़ोन/Tel No.: +91-22-2575 2040/1/2/3 फ़ैक्स/Fax.: +91-22-2575 2029/35 ई-मेल/Email: dgship-dgs@nic.in वेबसाइट/Website: www.dgshipping.gov.in

- c) Coordinating with the Ministry of External Affairs (MEA) to address international crew-related issues, such as support for abandoned seafarers. This DEO will handle all international correspondence and documentation that relates to maritime crew welfare and overseas regulatory compliance.

**B. Resource No. 2:** The second DEO will be responsible for **Technical and Engineering Matters** including:

- a) Following up on shipbuilding, ship repair, and shipbuilding finance assistance programs.
- b) Working on technical issues under the Engineering Division, such as policies for de-carbonization and the National Green Shipping Policy.
- c) Assisting the Nautical Division in areas such as casualty investigations, implementation of safety protocols, and other related issues impacting the Crew Branch and Training Branch.

**C. Resource No. 3:** The third DEO will be dedicated to **Personnel, Establishment, and Finance-Related Matters**, with a focus on:

- a) Handling personnel and establishment matters that require coordination with the Union Public Service Commission (UPSC) and the Department of Personnel and Training (DoPT).
- b) Following up on budgetary and financial aspects with the MoPSW's Integrated Finance Division, ensuring that all financial protocols and requirements are met.

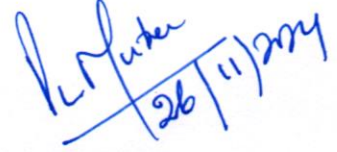
- iv. **Additional Responsibilities for All DEOs:** He will be overseeing and coordinating the ongoing examination reforms at Mercantile Marine Department Examination Centre, Noida. His responsibilities will include supervising the three DEOs, ensuring their effective liaison with the implementing agency for the pilot examination processes and other reforms. He will monitor progress, address any challenges, and ensure timely implementation by facilitating coordination between internal and external stakeholders, including the Ministry of Ports, Shipping, and Waterways (MoPSW) and the Directorate General of Shipping. Additionally, Shri Sharma will provide regular updates and feedback to relevant authorities, ensuring that all reforms are executed smoothly and in line with established timelines.

3. Shri Krishnakant Sharma, Lower Division Clerk (LDC), was relieved from his current duties at this office, vide aforementioned Order and was instructed to report to the Mercantile Marine Department Examination Centre, Noida, to assume the responsibilities of the post of Lower Division Clerk (LDC) with effect from 18.11.2024.

4. This posting has been carried out under the authority and direction of the Competent Authority, in line with the administrative requirements.

*[Handwritten signature]*  
28/11/24

5. The controlling officers are requested to immediately comply with above orders of the competent authority and send the joining report of the official to this Directorate at the earliest.

  
26/11/2014

(PL. Muthu)  
Executive Officer (Pers)

**To,**

- i. The Principal Officer, Mercantile Marine Department, Mumbai
- ii. The Mercantile Marine Department Examination Centre, Noida

**Copy To: --**

- i. The Ministry of Ports, Shipping and Waterways, Transport Bhawan, 01, Parliament Street, New Delhi -- 110001
- ii. Pay and Accounts Officers (Shipping), Mumbai & Kolkata
- iii. Shri Krishnakant Sharma, Lower Division Clerk.
- iv. Computer Cell, DGS, Mumbai.
- v. Office Order file.
- vi. Guard file.