



Frequently Asked Questions (FAQ) for Engineers

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I. E – Governance

Question 1:

I passed my written papers when the examination application process was in manual mode. I now need to book for my orals and this is the first time I am booking through e-governance. But the system is asking assessment fee, though I had paid it during my first attempt.

Answer 1:

Since you are applying through e-governance for the first time, all your previous history of examinations need to be manually updated by the MMDs. You may make a request in this regard with all your relevant details to the 'Help-desk email-id" of the respective MMD to manually bring you to the online system.

You need not pay the assessment fees again in normal cases. However, if you have not commenced your examinations within one year of eligibility Assessment, you have to apply for re-assessment and pay the applicable fees.

Question 2:

I passed all written papers of MEO-II (PartB) except Naval Architecture in June 2013 and 4B orals in August 2013. While I was trying to book for the remaining functions for January 2016, the system alerts me that my previous results are not updated. When I am trying to book seat for Naval Architecture written exam, there is no such option visible. What should I do?

Answer 2:

This is because your earlier examination result has been processed manually and therefore not found in the online system. You may make a request in this regard with all your relevant details to the 'Help-desk email-id" of the respective MMD to manually update the previous results in the e-governance.

Question 3:

I am a fresh candidate appearing for MEO-II (Part B) and my eligibility assessment has already been approved. Can I split functions in my very first attempt?

Answer 3:

Yes. You can appear for any number of functions as per your choice. In fact it is suggested that you may apply for the examination only when you are confident about your preparations for the same.

Question 4:

I passed MEO CL -II in September 2012 and would now like to appear for MEO-I. But, I'm unable to proceed with the application for CL-I, with the system a message "*Result / Last result is in process*"

Answer 4:

This is because your earlier examination result for the lower grade has been processed manually and therefore not found in the online system. You may make a request in this regard with all your relevant details to the 'Help-desk email-id" of the respective MMD to update your status of Certificate of Competency.

Question 5:

I had appeared for MEO-IV oral exam for EECEOL(FUN 5) on 18th DEC 2015 and was passed. But when I check in my e-pariksha profile today (20th December 2015) it is showing as absent. What should I do?

Answer 5:

This is because the respective MMD is yet to update your results in e-pariksha, which will be done before

forwarding the Result to DGS for approval. Please wait for the publishing of results and then approach respective MMD, if the discrepancy still persists.

Question 6:

I have applied for eligibility assessment for MEO-I exam a week back but my application status in e-governance is still showing "verified and fwd to assessor".

Answer 6:

It means that Assessment of your application is in progress and has been forwarded after initial verification by the "Dealing Assistant(DA)" to the "Assessing Officer (AO)" for final approval. The process will be completed before the scheduled cut-off date and the updated status will then be reflected in your profile.

Question.7:

I paid my fees for the examination online through e-payment. However, I did not receive any acknowledgment and the payment details are not reflected in my application. Shall I pay the fees again as last date for seat booking is close-by?

Answer.7:

On some occasions, the candidate, who pays the examination fee, does not get the acknowledgement, even when the amount is debited from his/her account. In absence of the acknowledgement, the candidate makes the payment twice or sometimes thrice. In such cases, the candidates are requested **not to pay the fee again**, but wait for three working days. In the next three working days, the necessary reconciliation with the e-payment service provider would be carried out and the acknowledgment would be generated. In case, there is delay of more than three working days in the re-conciliation, the candidate may please send an email to egovernance-dgs@nic.in with a copy to amolkirtane-dgs@nic.in.

The above is applicable **only** in those cases **where the fee has been debited from the candidate's account, but the acknowledgement is not generated**. This is not applicable in case where the message "Payment failed" is displayed. Failed payment status can be due to multiple reasons i.e. (a) wrong card details (b) session timeout (c) Bank server failure. In these cases, the seafarer may make another attempt to pay fees.

Question.8:

I paid my fees for the examination online through e-payment. However, I did not receive any acknowledgment and the payment details are not reflected in my application. I paid the fees again as last date for seat booking was close-by. Can I get the refund of this multiple payment?

Answer.8:

It is once again requested that the candidates may follow the instruction at Question no 7 above and not to make multiple payments. In those cases, where the candidate makes multiple payments in spite of the instructions, the process of refund would be initiated later for which the candidate may please send an e-mail to egovernance-dgs@nic.in with a copy to amolkirtane-dgs@nic.in. Process for refund of the fee would be initiated by the e- Governance cell, only in those cases, wherein there has been multiple payments by the candidate on account of the technical problem listed at serial no 3 above.

Question.9:

I paid my fees for the examination online through e-payment and booked seat for October. Now I would like to postpone the Examination to December. Is it possible?

Answer.9:

Candidates are advised that before the payment of the examination fee and submission of the application, they may reconfirm the month, paper, type of examination and other details filled in by them. No change of month or type of examination is possible online, once the seat is booked. In such cases, if the candidate wishes to apply for some other month or some other paper, the fee paid cannot be adjusted in the system. In such cases the candidate would have to do a fresh booking and pay the fee again.

Question.10:

I paid my fees online and booked the seat for Oral Examination in October. Now, I would like to postpone the Examination. Is it possible?

Answer.10:

In genuine cases such as on Medical grounds, MMDs can reschedule the date of Oral Examination till the last date of the scheduled examination for the same month. However, no change of month of the oral examination is possible online, once the seat is booked and the candidate will be considered as "Failed (Absent)" if they do not appear for the exam . If the candidate wishes to apply for some other month, he has to do a fresh booking and pay the fee again, once the result of the previous month is approved by the DGS.

II. General

Question 11:

My CDC or Passport got expired last month. I had already applied for renewal. Is it compulsory to have valid CDC or Passport for the purpose of revalidation of COC or for obtaining any other certificate from MMD?

Answer 11:

No. It is not mandatory to have valid CDC or Passport for making an application to the MMD for any certification. However, it is the responsibility of the seafarer to ensure that all the necessary documents such as CDC, Passport are valid prior joining any ship.

Question 12:

Is it necessary to update my DG Shipping online profile for making an application to the MMD for any seafarer certification ? How do I create and update my profile in the DGS website?

Answer 12:

Yes. According to the Directives of the DG Shipping, it is mandatory for all the seafarers to register with the e-Governance cell of the DG Shipping and update their profile at regular intervals.

You need to visit DGS website www.dgshipping.gov.in and click the 'Seafarers registration' tab under the main tab 'E-Governance.' Upon completion of registration, you can update your profile using simple guiding steps provided therein.

Question.13:

Can you explain the method of payment of fees for obtaining certificates from MMD?

Answer.13:

The Directorate is endeavoring to make the entire process of payment of fees online. The MEO Class I and II for which application is made online, payment of fees could be done online.

Current the payment of fees for revalidation of COC and issuance of Certificate of Proficiency in Tankers is also made online. For all other applications, challans of Syndicate bank are currently being issued by MMD's for payment of fees. It is expected that all the payments to MMD/DGS will be made online very soon.

III. Revalidation of Certificate of Competency

Question 14:

My Certificate of Competency (COC), issued under STCW 95, in hardcover booklet form has expired recently. How do I revalidate and upgrade my COC to STCW 2010?

Answer 14:

The existing Certificate of Competency (COC) could be revalidated as per STCW 2010 by applying to any of the MMD examination Centers. The desiring candidate can submit his application on a working day as per the schedule of the concerned MMD.

Application to be submitted along with the fees and supporting documents as per the checklist. Original existing COC is required to be submitted for necessary endorsement.

Question 15:

How many days will it take to revalidate my COC?

Answer 15:

Generally, the COC is revalidated on the same working day. However, depending on the work load, the COC could be revalidated on the next working day after putting up satisfactory application. In any case, it should not take more than two working days.

Question 16:

Can you please elaborate the requirements for revalidation and up-gradation of my COC, if I have a COC booklet issued under STCW 95?

Answer 16:

The requirements for revalidation and up-gradation of COC may vary depending on various factors such as attending relevant course, sea service requirements, those working as surveyors / superintendents, etc. A detailed requirement for revalidation of COC is mentioned in Section I / 11 , Rule 14 of M.S.(STCW) Rules 2014 given in the Training, Examination and Assessment Program available on DGS website public domain.

Question 17:

I have a medical certificate which was issued by the DGS approved doctor prior joining my last ship, which is still valid. Can I submit a copy of it while applying for revalidation or do I have to get another medical certificate?

Answer 17:

Self attested copy of a valid Medical Certificate issued by a DGS approved Doctor in MLC Format is enough for applying for revalidation of COC.

Question 18:

My COC was revalidated up to 31st Dec 2016 only, due to some administrative reasons. How can I extend the validity of my COC to full five years?

Answer 18:

Validity of CoCs are restricted in cases where the applicant falls short of any requirement as per STCW 2010 amendments, such as relevant Refresher / Updating courses.

If you have done all the required courses as per STCW 2010 amendments, you may approach any MMDs for revalidation of your CoC as per the eligibility.

Question 19:

Is it compulsory to submit the application for revalidation of COC only through the institute? OR Can I submit the application to the MMD directly. Is it necessary to pay "service charge" to the institutes for this?

Answer 19:

The candidate has to apply for revalidation of COC directly to any MMDs. Few MMD's accept applications through the various institutes, which is only a voluntary facilitation service to the candidates by the concerned institute. MMDs do not endorse any 'service charge' in addition to the fees payable to the Government in such cases, which is only a mutual arrangement between the candidate and the institute.

Question 20:

My Certificate of Competency (COC) is expiring after 5 months and I have done my revalidation/up-gradation courses as per STCW 2010 now. Will my COC be revalidated for 5 years from the date of expiry of my present COC or it will be from the date I completed my revalidation course?

Answer 20:

The COC will be revalidated for a period of five years from the date of expiry of the existing certificate provided the Refresher and Updating Training (RUT) Course is done within six months prior to the expiry of the certificate. However, if RUT is done beyond six months prior to the expiry of certificate, the validity of certificate will be five years from the date of completion of the RUT.

Question 21:

I did my PSCRB and AFF in the year 2012. Do I need to do the refresher courses for PSCRB and AFF now, for the purpose of revalidation of COC?

Answer 21:

Refresher courses for the PSCRB, PST, AFF, FPF and MFA are required only if the courses were done complying with STCW '95, in order to update them with STCW 2010 requirements. If you have done the mentioned courses as per STCW 2010 Convention, then Refresher Courses are not required.

Question 22:

I have done my sea service through non-RPSL agencies. Can you please confirm whether the service performed through such agencies are acceptable for the purpose of revalidation or issuance of COCs?

Answer 22:

No. According to the directives issued by the Directorate General of Shipping, the seafarers should join the ship only through RPSL agencies approved by the DGS. Also, ensure that these agencies have a valid RPS License. The sea service performed on ship ownership companies is acceptable with copies of Articles of Agreement. Hence the sea service performed through non-RPSL agencies will not be recognized by the MMD. Further, in both these cases, companies are required to update these details in the e-governance on a time-bound manner.

Question 23:

I have completed my preparatory course for MEO Class-I. Is it required to attend Refresher and Updating Course for revalidating my MEO Class - II COC?

Answer 23:

No. Since you have successfully completed preparatory course for MEO Class- I as per STCW 2010, you need not attend Refresher and Updating Course for revalidating MEO Class- II COC.

Question 24:

I did the full 11-day Refresher and Up-gradation course for Engineering Officers in the year 2013. Can I revalidate my COC using that course certificate issued in 2013 or do I have to undergo that course again now, in order to extend the validity of COC for a full five year period?

Answer 24:

Please note that Refresher and Up-gradation course (RUT) is not the same as an erstwhile revalidation course. This RUT course need to be done only once by the Engineering Officers who have got their COC under the STCW 95 standard to upgrade to the STCW 2010 standards. Hence there is absolute no need for undergoing this course again, under any circumstances. Also, please note that the RUT course is not required for the Engineering Officers who have completed their entire (from MEO Class - IV onwards) competency courses and examination under the STCW 2010 standards.

Question.25:

Is it necessary for me to do the refresher courses of all STCW courses, every five years?

Answer.25:

The details of the STCW courses to be undertaken for the seafarers on periodical basis is uploaded in a simplified tabular form in the DGS website. Same [simplified tabular form](#) is appended herewith for your easy reference.

IV. Dangerous Cargo Endorsement / Certificate of Proficiency in Tankers.

Question 26:

What is the difference between Dangerous Cargo Endorsement and Certificate of Proficiency in Tankers?

Answer 26:

Both are same. The Dangerous Cargo Endorsement shall hereafter be called as Dangerous Cargo Endorsement or the Certificate of Proficiency in Tankers as per STCW 2010 amendments. We, in India are now using the terminology of Certificate of Proficiency (COP) in Tankers for Dangerous Cargo Endorsement.

The Level 1 is now called as Basic training while Level 2 is called as Advance training.

Question 27:

What is meant by Basic / Advanced Certificate of Proficiency in Tankers? How are they different from Level 1 and Level 2 Dangerous Cargo Certificates?

Answer 27:

Level 1 – Operational level Dangerous Cargo Endorsement is now called as ‘Certificate of Proficiency in Basic Training" for Oil / Chemical / Gas Tanker Cargo operations as appropriate.

Level 2 - Management level Dangerous Cargo Endorsement is now called as ‘Certificate of Proficiency in Advanced Training" for Oil / Chemical / Gas Tanker Cargo operations as appropriate.

Question 28:

Where do I find the requirements for acquiring Basic / Advanced Certificate of Proficiency in Tankers?

Answer 28:

The detailed requirements are mention in Merchant Shipping Rules 2014 given in the “Training, Examination, and Assessment Program (TEAP) Manual Part A.

<http://www.dgshipping.gov.in/writereaddata/ShippingNotices/201505191224526716388TEAPAConsolidatedRev1,May2015-compressed.pdf>

You may refer to Flow Diagram No. V/3-1 (Page 185).

Question 29:

Do I need to submit the copy of medical fitness certificate to the MMD for obtaining the DCE or COP in Tanker cargo operations?

Answer 29:

No. You need not submit self attested copy a medical certificate from a DGs approved Doctor in MLC format for obtaining the Certificate of Proficiency in Tanker Cargo operations.

Question 30 :

I have a COC issued by UK or other countries recognized by India. Can I get a COP in Tanker cargo operations (erstwhile DCE)?

Answer 30:

No. Please understand that COP is an endorsement based on the COC issued by a flag. Therefore, you are required to obtain the COP in tanker cargo operations only from the country which has issued your COC.

However, if you have been issued with Indian COE for sailing onboard Indian ships which is a recognition of COC issued by other flag, then COP in Tanker Cargo operations will be issued by the MMD for the purpose of sailing onboard Indian Tankers only.

Question 31:

I have been sailing as Fourth Engineer Officer onboard 'OIL/CHEM Tankers' during the past six months. But in this period, we had carried only clean products and did not get a chance to load any chemicals. Can I get a Level 2 DCE for Chemical Tankers based on this experience?

Answer 31:

No. Although you have sailed on 'OIL/CHEM Tankers,' you are not eligible to obtain the Level 2 DCE (COP in Advance training) for Chemical Tankers. For obtaining Certificate of Proficiency in Advance training for Chemical Tankers, you should have an experience of carriage of chemicals, listed under IBC code, for a minimum period of three months. Alternatively, one month experience in a supernumerary capacity with three loading and three discharging of chemicals, documented in a Training Record Book, may also be accepted.

Question 32:

I am an Engine cadet or Engine rating. What are the requirements for obtaining the COP in basic training for tanker cargo operations (Level 1 DCE)? Can I apply to the MMD for getting this COP?

Answer 32:

You should have at least 3 months' experience during last 60 months on the appropriate type of Tanker OR Undertake appropriate training. i.e. Basic training in Oil / Chemical / Liquefied Gas Tanker cargo operations Course, as appropriate.

Currently, the COP's for the petty officers, Engine cadets or Engine rating are issued by the Facilitation Centers established by the INSA / MASSA / FOSMA / ICCSA / CMMI / IMEI, depending upon the company you sailed / intend to join.

V. Revalidation of DC Endorsement / COP for tankers.

Question 33:

I have a level two (Management level) DCE for the ship type 'Oil tanker' which is expiring shortly or which has expired few months ago. How do I revalidate my DCE?

Answer 33:

Level 2 - Management level Dangerous Cargo Endorsement is now called as 'Certificate of Proficiency in Advanced Training for Oil / Chemical / Gas Tanker Cargo operations.

You should have at least 3 months' experience during last 60 months on the appropriate type of Tanker OR Undertake appropriate refresher training. i.e. Advanced training in Oil / Chemical / Liquefied Gas Tanker cargo operations Course, as appropriate.

Question 34:

I have a level one (operational level) DCE for the ship type 'Chemical tanker' which is expiring shortly or which has expired few months ago. How do I revalidate my DCE?

I have a COP in basic training for tanker cargo operations (Level 1 DCE). But I did not get a chance to work onboard tankers during the past five years. How do I revalidate my COP in basic training for tanker cargo operations (Level 1 DCE)?

Answer 34:

Level 1 – Operational level Dangerous Cargo Endorsement is now called as 'Certificate of Proficiency in Basic Training' for Oil / Chemical / Gas Tanker Cargo operations.

You should have at least 3 months' experience during last 60 months on the appropriate type of Tanker OR Undertake appropriate refresher training. i.e. Basic training in Oil / Chemical / Liquefied Gas Tanker cargo operations Course, as appropriate.

Question 35:

How many days will it take to obtain a new COP for tanker cargo operations (erstwhile called as DCE) or renew my DCE?

Answer 35:

Generally, the Certificate of Proficiency (COP) in Tankers is revalidated on the same working day. However, depending on the work load, the COP could be revalidated on the next working day after putting up satisfactory application. In any case, it should not take more than two working days.

Question 36:

I have multiple DCEs i.e. for more than one type of tankers. Can I renew all of them at the same time? OR I need to apply for DCEs for more than one type of tankers. Can I apply for multiple DCEs at the same time?

Answer 36:

Yes you can, provided you meet the relevant requirements and have paid the applicable fees.

Question 37:

I have a Level 2 DCE in Oil Tankers. But during the last five years I have been sailing on bulk carriers OR I did not sail in Oil Tankers during the last five years. How do I revalidate my Level 2 DCE in Oil Tankers?

Answer 37:

In order to revalidate your COP in Tankers, You should have at least 3 months' experience during last 60 months on the appropriate type of Tanker OR Undertake appropriate refresher training. i.e. Advance training in Oil / Chemical / Liquefied Gas Tanker cargo operations Course, as appropriate.

In your case, you need to undertake appropriate refresher training. i.e. Advance training in Oil / Chemical / Liquefied Gas Tanker cargo operations Course, as appropriate.

Question 38:

I did my TASC0/CHEMCO/GASCO course in 2003. My course certificate refers to the STCW 1995 standards. Do I need to undergo the courses again for up-gradating it to the 2010 standards?

Answer 38:

No. You are not required to undergo any of the STCW courses, including the above-mentioned advanced tanker safety courses again, for up-gradation of same into STCW 2010 standards. As long as you meet the sea service experience on the respective type of tankers, you can apply for revalidation of COP.

In case you do not have at least 3 months' experience during last 60 months on the appropriate type of Tanker, you will be required to undertake appropriate refresher training. i.e. Advance training in Oil / Chemical / Liquefied Gas Tanker cargo operations Course, as appropriate.

VI. Simplified Tabular Form of STCW Courses for Engineers

REQUIREMENTS OF STCW MODULAR, SIMULATOR AND REFRESHER COURSES FOR ENGINE DEPARTMENT PERSONNEL

√ √ Indicates Course + refresher Every 5 Years

√ ** Indicates Required if engaged on ship fitted with equipment

ENGINEERING			PST	FPPF	EFA	PSSR	O/C/G	TFC	PSCRB	AFF	MFA	MCARE	SSO /	ADV.	LCHS	ROC /	ECDIS	RANSCO	SMS	ERS	GMDSS	
F.G.	KW	STCW	VI/1-1	VI/1-2	VI/1-3	VI/1-4	FOR	DCE 1	VI/2	VI/3	VI/4	VI/4	VI/5 OR	FOR DCE	FOR	A-II/1	A-II/1	A-II-2				IV/2
													VI/6	2	DCE 2							
TME	>750		√	√	√	√	√						√									
RATING + EWK	>750	III/4	√ √	√ √	√	√	√						√									
AB EN	>750	III/5	√ √	√ √	√	√	√						√									
MEO CL IV	>750	III/1	√ √	√ √	√	√	√		√ √	√ √	√ √		√	√								√
MEO CL II	>3000	III/2	√ √	√ √	√	√			√ √	√ √	√ √		√	√								√
MEO CL I	>3000	III/2	√ √	√ √	√	√			√ √	√ √	√ √		√	√								√
EXTRA FIRST			√ √	√ √	√	√			√ √	√ √	√ √		√	√								√
MEO CL III- 2nd	>750 <3000	III/3	√ √	√ √	√	√			√ √	√ √	√ √		√	√								√
MEOCL III- CH.	>750 <3000	III/3	√ √	√ √	√	√			√ √	√ √	√ √		√	√								√
NCV																						
MEO CL IV	>750 <3000	III/1	√ √	√ √	√	√	√		√ √	√ √	√ √		√	√								√
MEO CL III- 2nd	>750 <3000	III/2	√ √	√ √	√	√			√ √	√ √	√ √		√	√								√
MEO CL III- CH.	>750 <3000	III/2	√ √	√ √	√	√			√ √	√ √	√ √		√	√								√
MEO CL II	<8000	III/2	√ √	√ √	√	√			√ √	√ √	√ √		√	√								√
MEO CL I	<8000	III/2	√ √	√ √	√	√			√ √	√ √	√ √		√	√								√
ETO	UPTO 1000 V/ HV	III/6	√ √	√ √	√	√	√		√ √	√ √	√ √		√									
ETR		III/7	√ √	√ √	√	√	√						√									