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भारत सरकार / Government of India
पोत परिवहन मंत्रालय / Ministry of Shipping
नौवहन महानिदेशालय / Directorate General of Shipping,
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To,
All Maritime Training Institutes

Subject : Submission of batch details on-line

It is observed from the records of the Directorate that many institutes are not submitting the batch details under e-samundra module, which is a mandatory requirement as per Training Circular No.3 of 2011 dated 22.3.2011 and is effective from 1.1.2011. As per this circular, all the maritime training institutes are required to upload the details of the batches of all the courses, commenced by them from 1.1.2011 onwards. Further, para 4.15.1 of the DGS Order No.1 of 2007, also mandates the institute to submit the list of admitted candidates of pre-sea courses, to the Directorate within 2 weeks of commencement of the course. The records shows that most of the institutes have not complied with the above requirements.

2. All the Maritime Training Institutes are once again requested to comply with the same, failing which, the non-compliant training institutes shall be treated as deficient and appropriate action will be initiated.

3. Further, all the pre-sea training institutes are requested to submit the data on their admitted intake for the last 3 years i.e. 2011, 2012 & 2013, in the following format, immediately, by today evening, by return mail/fax. [e-mail : training-dgs@nic.in & dgstrg@gmail.com; Fax : 022-25752029/35]

Name of the institute :							
Sr. No.	Name of the Course	2011		2012		2013	
		Date of commencement	No. of students admitted	Date of commencement	No. of students admitted	Date of commencement	No. of students admitted

4. This may be seen for strict compliance.

Yours faithfully,

[Mahua Sarkar]

Dy. Director General of Shipping

Copy to : E-governance Cell