



भारत सरकार / GOVERNMENT OF INDIA

पोत परिवहन मंत्रालय / MINISTRY OF SHIPPING

नौवहन महानिदेशालय / DIRECTORATE GENERAL OF SHIPPING

टेलीफोन: 91-22-25752040/1/2/3/5 नौवीं मंजिल, बीटा बिल्डिंग / 9TH FLOOR, BETA BUILDING Tele : 91-22- 25752040/1/2/3/5

फैक्स : 91-22- 25752029/35

आइ-थिंक टेक्नो कैंपस / I-THINK TECHNO CAMPUS

Fax : 91-22- 25752029/35

ई-मेल: dgship-dgs@nic.in

कांजूर मार्ग (पूर्व) / KANJUR MARG (EAST)

E-mail: dgship-dgs@nic.in

वेब : www.dgshipping.gov.in

मुंबई - 400 042 / MUMBAI - 400 042

Web: www.dgshipping.gov.in

F. No. CR/CDC (7)/2013

Dated: 12.05.14

D.G. Shipping Order No. 04 of 2014

Sub: Issuance of an Indian Continuous Discharge Certificate (CDC) to Indian citizens successfully completing the Higher National Diploma course-reg.

Instructions were issued vide this office DGS Order No.10 of 2013 [F. No. CR/ CDC(7)/2013] dated 01.05.13, setting out the conditionalities and requirements for the issuance of an Indian Continuous Discharge Certificate [CDC] to Indian citizens who have successfully undergone the Higher National Diploma [HND] course recognized by foreign maritime administrations. Such CDCs are now issued in the individual category, to be applied by the pre-sea trainees concerned. Instances have been noticed wherein there is a delay in the processing of the applications for and issuance of such CDCs, mainly due to the delay in the receipt of a confirmation from the foreign maritime administration concerned as regards the successful completion of such a course by such trainees. Moreover, since the said CDC is now considered in the individual category, the maritime training institutions [MTIs], approved by this office, which also conduct such courses are delinked from the process of filing of the applications for CDCs by their trainees.

2. To provide for clarity, uniformity and accountability in the system of CDC issuance, holistically, the Director General of Shipping & ex-officio Additional Secretary to the Govt. of India, in exercise of the powers conferred on him by clause (1) of section 456 of the Merchant Shipping Act, 1958 [as amended], by the Central Government, interms of the Notification issued by the Govt. of India, vide S.O. No. 3144 dated 17.12.60, hereby issues the following directives, in modification of this office said preceding DGS Order 10 of 2013[F. No. CR/ CDC(07)/2013] dated 01.05.13, to further streamline the procedures for the application and issuance of CDCs for the pre-sea trainees undergoing HND courses from MTIs, which are otherwise approved for the other programs by this office and which conduct the HND course in collaboration with the United Kingdom Maritime & Coast Guard Agency [MCA] approved/authorized training centre/provider, since, India has bilateral agreement in place for mutual recognition of the Certificate of Competency.

3. The eligibility conditions & mode of application for this purpose are indicted herein below;

3.1. Eligibility conditions:

3.1.1. The applicant in this individual category shall be a citizen of India.

3.1.2. Such an applicant shall possess an Indian National Database of Seafarers [INDoS] Number.

3.1.3. Such an applicant shall have successfully completed such a HND pre-sea training program for Nautical Science/ Marine Engineering in a MTI [otherwise approved by this office for other programs] in collaboration with the United Kingdom Maritime & Coast Guard Agency [MCA] approved/authorized training centre/provider.

3.1.4. The CDCs for such pre-sea trainees undergoing the HND courses, as spelt out above, shall be considered in the institutional CDC category, henceforth.

3.2. **Modalities:**

3.2.1. Such DGS approved MTIs which are conducting the aforesaid course(s) shall be responsible for the correct & timely submission of CDC application forms for their respective trainees/ candidates enrolled in such courses, batch wise.

3.2.2. Such applications shall be submitted by such approved MTIs, and the same shall be processed by the Shipping Masters, Govt. Shipping Offices, Gol, as per the following procedures;

3.2.2.1. Applications for such CDCs shall be submitted to the offices of the Shipping Masters of any of the Govt. Shipping Offices at Mumbai, Chennai or Kolkata.

3.2.3. Such MTIs shall, at the first instance, obtain the choice of their trainees for the Shipping Offices concerned in which the trainees would like their CDC applications to be submitted. The trainees shall be apprised by such MTIs that the said choice exercised once shall be the Govt. Shipping Office that they will be corresponding with, in future, during their entire seafaring career, for any CDC related issue(s).

3.2.4. The approved MTIs shall, thereafter, submit applications for CDCs for their respective trainees /candidates, online, as well as in hard copy, in the new Form- 1 [to be prescribed] to the Shipping Masters, Govt. Shipping Offices, (GSOs) at Mumbai Kolkata & Chennai, according to the choices of their trainees/ candidates for processing such CDC applications. The format of the application, instructions for filling such applications and user manual for the filling of the said applications shall be uploaded by this office subsequently on finalization of the new e-module to this effect. Till such time the existing form I & II of the existing e-module [on application for institutional category CDC], already available in this office website shall be utilized.

3.2.6. Such applications for CDCs shall be forwarded online as well as in hardcopy, three clear months prior to the completion of the respective course(s) to the concerned Govt. Shipping Offices concerned.

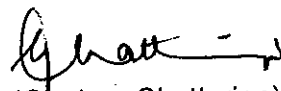
3.2.7. Such, MTIs shall forward the declared results of each of their candidates of this program towards the successful completion of the given course by such of their trainees from the MCA,UK approved training providers/centers concerned.

3.2.8. The Shipping Masters, GSOs, Mumbai, Chennai & Kolkata shall issue CDCs merely to such candidates who have successfully completed the HND course concerned, only on the receipt of the declared course results from such MTIs, within seven(7)working days of the receipt of such results and forward the same directly to such successful candidates to their formally recorded/available postal addresses given in their applications, by speed post acknowledgement due, under an intimation to the MTI concerned, for record.

4. The above stated Indian CDCs, in this category, will be issued merely to facilitate Indian citizens to have valid Indian seafarers identity documents such as CDCs. Hence, such candidates holding such CDCs shall not be eligible to be defined as Cadets/ Trainees for the purpose of tonnage tax training commitments as prescribed in the Ministry of Shipping [Mos], Govt. of India, Gazette Notification No. S.O.2132(E) [F. No. SD-11018/12/2002-MD] dated 12.12.07, Directorate General of Shipping, Gol's S.D. Branch Circular No. 1 of 2013 [F. No.SD-9/Chart(82)/97-V] dated 18.01.13, & Directorate General of Shipping, Gol's MSL Branch Circular No. 1A of 2011[F. No.MSI-24(1)/2008] dated 12.01.11, and also for other Indian flag vessels. An inscription to this effect will be made in the CDCs concerned.

5. The validity for such CDCs shall be for 10 years. However, such candidates are eligible for applying for regular Indian CDCs on obtaining their initial Certificates of Competency (COC) from other Maritime Administrations.

6. These instructions come into effect immediately and shall remain in force until further orders.



(Gautam Chatterjee)

Director General of Shipping

I. Copy forwarded for an information & necessary action to the;

1. Shipping Masters, GSOs, Mumbai, Chennai & Kolkata.
2. Principal Officers, MMDs, Mumbai/Kolkata/Chennai/Kochi/Kandla.
3. Surveyors-in-Charge, Mercantile Marine Departments, Vizag/Tuticorin/Port Blair/Paradeep/Haldia /Jamnagar/ Marmagao/ New Mangalore/ NOIDA.
4. Directors, Seamens Employment Offices, Mumbai/Chennai/Kolkata.
5. Indian Maritime University, Chennai.
6. DGS approved Maritime Training Institutions.
7. INSA/FOSMA/MASSA.
8. MUI/NUSI/FSUI.
9. Nautical Branch/ Training Branch/ Engineering Branch/Naval Architecture Branch, DGS, Gol.
10. Hindi Branch, DGS, Gol, for the due translation of this Order into Hindi.
11. Computer Branch, DGS, Gol, for uploading this Order in the DGS Website.

II. Copy submitted for an information to the Secretary to the Govt. of India, Ministry of Shipping, Transport Bhavan, 1, Parliament Street, New Delhi - 110001.
