



सत्यमेव जयते

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पोत परिवहन मंत्रालय / MINISTRY OF SHIPPING  
नौवहन महानिदेशालय / DIRECTORATE GENERAL OF SHIPPING

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**F. No. CR/CDC(1)Pre-sea/2011**

**Dated:10.10.14**

**NOTICE TO SEAFARERS NO.2 OF 2014**

The Directorate General of Shipping [DGS], Govt. of India [GOI] has, in order to usher a more user friendly, effective & efficient interface with its stakeholders, initiated various reformatory actions on service deliverables for seafarers, related to their career, inter-alia,

2. Contextually procedures for the application, processing and issuance of Continuous Discharge Certificates (CDCs) were also revamped, extensively, during the past two years. Initially, the works of processing & issuance CDC of renewal stickers, and replacement & duplicate CDCs were decentralised from the Govt. Shipping Office (GSO), Mumbai, to the GSO of the Shipping Master at Chennai & Kolkata too vide this office DGS Order No.6 of 2012 [F.No. 3(2)/CR/2006] dated 04.12.12. Similarly, the work of processing and issuance of fresh CDCs was also decentralized from the GSO, Mumbai, also to the GSOs Chennai & Kolkata vide this office DGS Order No.12 of 2013 (F.No.3(2)/CR/2006) dated 08.05.13. Further, in order to facilitate the process of these applications systematically, such application & made for CDCs in the individual category, were also rendered online, vide this office DGS Order No. 20 of 2013 [F. No. 3(2) CR/2006] dated 30.10.13. In addition, pre-sea trainees undergoing various pre-sea courses at the DGS, GOI approved Maritime Training Institutes [MTIs] were also enabled through this office DGS Order No.24 of 2013 [CR/CDC(1)/Pre-sea/2011] dated 04.12.13, to apply for such CDCs to the GSOs of their choice through their respective DGS, GoI, approved MTIs. The DGS order had also stipulated that CDCs in respect of all such MTI enrolled trainees whose applications have been received online through their respective MTIs shall be processed and issued before the completion of their given such courses to enable their respective MTIs to handover such CDCs to their trainees on the completion of their given such courses before the trainees leave their MTIs.


3. Currently, the procedure for receipt of CDC applications stands simplified with the

launch of the online mode thereto, both for the institutional and individual CDC categories as aforesaid, with the flexibility to the applicants, concerned to apply for the purpose, to their choice of any of the Govt. Shipping Offices at Mumbai, Chennai & Kolkata. Due administrative system have also been put in place to ensure that CDC applications are attended to expeditiously and cleared within the time frame of one month as prescribed in the Citizen Charter of the DGS, Govt. That said, the administrations considers reforms as may be incrementally felt necessary, for the issuance of CDCs, as a part of ongoing process. Hence, the same is reviewed continuously for the smoothing of the process of issuance of CDCs, by debottlenecking procedures.

4. Arranging for and managing the delivery of such CDCs within the prescribed period is the managerial function of the respective government Shipping Offices, [GSOs]. Administrative decisions for carrying out the request back office duties and for engagement of the required manpower for such functions have to be and are taken by the heads of the respective GSOs, depending upon such official work load prevalent at each GSO. Not understanding the aforesaid, it is empirically evident from the available official data that although the flexibility of choosing the GSOs concerned for submitting their CDC applications has already been given to the seafarers, the Govt. Shipping Office at Mumbai continues to receive, till date about 76% of CDC applications in the institutional category and 75% of such applications in the individual category. Under the circumstances, the Govt. Shipping Office, Mumbai has recently floated a tender for engaging personnel (data entry operators) for carrying out such CDC processing & issuance back office work. Like wise each of the other two GSOs are taking all requisite steps within their respective work spheres towards the same larger objective.

5. All the stakeholders concerned may rest assured that the intention of the administration is to provide uniformly the most feasible facilitatory services to seafarers on the CDC front, inter-alia. To reiterate, the procedures thereto are reviewed & reformed from time to time as per the need of the hour and shall be continued.

6. In this light, the stakeholders including seafarers and pre-sea MTIs are hereby advised not to get carried away by the improper/misleading coverage of these issues in some sections of the media. These facts may be noted and also brought to the notice of all concerned.

  
(Gauram Chatterjee)

Director General of Shipping, Govt. of India.

To:

1. All DGS, Gol approved Maritime Training Institutes.
2. Shipping Masters, Govt. Shipping Offices, Chennai, Kolkata , & Mumbai.

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

1. Principal Officers, MMDs, Mumbai/Kolkata/Chennai/Kochi/Kandla.
2. Surveyors-in-Charge, MMD, Visakhapatnam/Tuticorin/Port Blair/ Jamnagar/ Marmagao/ New Mangalore/ NOIDA/ Haldia/ Paradeep.
3. Directors, Seamen's Employment Offices, Mumbai/Chennai/Kolkata.
4. Indian Maritime University, Chennai/ Mumbai.
5. INSA/FOSMA/MASSA.
6. MUI/NUSI.
7. All concerned Branches – Engineering, Nautical, Naval Architecture & Training DGS, Gol.
8. Hindi Branch, DGS, Gol, for translation.
9. Computer Branch, DGS, Gol.
10. Sr. P.S. to the DGS.

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.

(Signature)

(Name)

(Designation)

(Office)

(Date)

(Place)

(Signature)

(Name)

(Designation)

(Office)

(Date)

(Place)