



भारत सरकार / GOVERNMENT OF INDIA

पोत परिवहन मंत्रालय / MINISTRY OF SHIPPING,

नौवहन महाविदेशालय / DIRECTORATE GENERAL OF SHIPPING

टेलीफोन : 91-22-22613651-54

जहाज भवन'' / JAHAZ BHAVAN

Tele: 91-22-22613651-54

फैक्स: 91-22-2613655

वालचंद हरिचंद मार्ग/ W. H. MARG,

Fax: 91-22-22613655

Email: dgship@dgshipping.com

मुंबई / MUMBAI 400 001

Web: www.dgshipping.com

DG Shipping Order No. 16 of 2013.

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Subject: Liaison Branches for Technical Services at the Directorate General of Shipping, Mumbai- reg.

The Directorate General of Shipping [DGS], Ministry of Shipping [MOS], Govt. of India [GOI] is the designated maritime administration for the shipping industry & its allied sectors in India. As a service oriented organization, intended for public interest, it provides multiple services, including, inter-alia, registration, survey, inspection, certification, approval, license & sanction. Various stakeholders in these sectors are the recipients of the operational services of the DGS, GOI. The Directorate discharges its mandated functions, under the provisions of various statutes, inter-alia, the Merchant Shipping [M.S.] Act, 1958, as amended and the Rules framed there-under and in accordance with the various international maritime Conventions and Codes.

In the contemporaneous era of a globalised & competitive business & techno-financial environment for the shipping industry, there is a critical & imperative need for the DGS to reorient itself to render such public services better, faster and with utmost transparency, more than even before, to stay relevant, responsible & responsive to the rising aspirations of the industry.

In this context, the need to re-engineer the business processes & procedures of the Directorate General of Shipping, GOI and its allied field offices, ie. the Mercantile Marine Departments [MMDs], etc., cannot be over-emphasized.

Towards this end, the various office systems as related to the dealing of matters pertaining to the three technical {i.e. Nautical(NT), Engineering(ENG) and Naval Architecture(NA)} branches have since been reviewed, in their desired perspectives. In this light, three Appendices(vide infra) are attached to this Order, indicating the work-specialty-areas of the three respective branches ought to deal with. **Appendix-I in particular shows the Liaison Branches whereby, based on the area of service as detailed in Annexure II, the customer/company has been guided to approach a particular branch for making the application and the branch from which the case would be disposed off.**

The list of services provided is not exhaustive, but only indicative and all the recipients of the services from the Directorate and its allied offices are urged to suggest process corrections for further streamlining of the "service-delivery-system" of the Directorate.



(Gautam Chatterjee)

**Director-General of Shipping &
ex-officio Additional Secretary to the GOI.**

Enclosures:

Appendix-I - List of Liaison Branches for various technical services at the Directorate General of Shipping, Mumbai. (This Appendix may need be referred to for all day-to-day functional purposes. All prospective recipients of Technical services from the Directorate are requested to approach the designated wing for respective service delivery.)

Appendix-II- Work-specialties(area of service) of the Technical Wings of the Directorate with reference to the GOI Notification No. S.O.313(E) Dated 11.03.2005.

Appendix-III- Table showing the Wings of the Directorate dealing with respective Sections of the MS Act with reference to the GOI Notification No. S.O.313(E) Dated 11.03.2005

To

1. The Principal Officers/ Mercantile Marine Department, Mumbai/Kolkata/ Chennai/ Kandla/Cochin.
2. The Surveyor-in-charge, Mercantile Marine Department, Goa/Jamnagar/Port Blair /Visakhapatnam /Tuticorin /Delhi /Haldia/ Paradip /Mangalore.
3. All Classification Societies.
4. Indian National Shippers Association (INSA), Mumbai
5. ICCSA
6. All Shipping Companies
7. NA/CS/CSS/Jt.DG
8. All Branches of the DGS
9. Hindi Cell / Computer Cell.
10. Guard file.

Appendix- I to the DG Shipping Order No.16 of 2013.

Liaison Branch for various technical services at the Directorate General of Shipping, Mumbai.

Note:

1. The list shown under "Area of Service" is only indicative and not exhaustive. Customers are encouraged to suggest proposals for further streamlining of service delivery systems of DGS / MMDs.
2. Abbreviations used for Wings of the Directorate: NT - Nautical Wing; ENG - Engineering Wing, NA - Naval Architecture Wing & MSL – Merchant Shipping Law.
3. Wherever "if necessary" is mentioned in the Remarks column, the judgment shall lie with the senior most officer of the Wing which is designated to dispose the case as shown in the column "Disposal By".

Sr. No.	Area of service	Reference of the M.S. Act, Rule or Convention, as applicable (but not necessarily limited to such sections)	Application to be made to	Disposal by	Remarks
NAUTICAL (NT) WING					
1	Registration of Ships.	22	NT	NT	In consultation with ENG / NA wing(s), as per domain expertise, if necessary.
2	Examination (Nautical)	78	NT	NT	
3	Matters related with all marine casualties.	358,452	NT	NT	
4	Life Saving Appliances, including plans & Service stations.	288	NT	NT	
5	Manning of Nautical Officers	76	NT	NT	
6	Carriage of Cargo, IMSBC (Except surveys & certification under MARPOL).	330 to 332	NT	NT	
7	Maritime Search and Rescue	SAR Convention	NT	NT	
8	ISPS Code, LRIT, and DG Comm. Centre.	344J to 344 T	NT	NT	
9	All matters related with Ship Identification number & Continuous Synopsis Records.	SOLAS Ch XI-1	NT	NT	
10	Wreck and Salvage.	390 to 404	NT	NT	

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11	COLREG and Safety of Navigation and equipments associated with navigation.	345 to 351 & 353 to 356	NT	NT	In consultation with other Branches / wing(s), as per domain expertise, if necessary.
12	GMDSS / Radio-communications	291 to 297	NT	NT	
13	All matters related with Inland water limits, Voyage and Towage Permissions.	MS Notice 3 of 2008 & 8 of 2013.	NT	NT	
14	All matters related to maritime insurance & Port Entry Rules	352 A to 352 ZA	NT	NT	
15	HSC Code and associated matters.	HSC Code	NT	NT	
16	All matters related with FAL Convention	FAL	NT	NT	
17	All matters related with CLC & FUND Convention	CLC&FUND	NT	NT	
8	All matters related with LLMC Convention	LLMC	NT	NT	
19	All matters related with HNS Convention	HNS	NT	NT	
20	All matters related with SUA Convention	SUA	NT	NT	
21	All matters related with OPRC Convention	OPRC	NT	NT	
22	All matters related with CSC Convention	CSC	NT	NT	
ENGINEERING (ENG) WING					
23	All matters related with Statutory Surveys & Certification except issues requiring specific exemption or extension needing domain expertise of other branches.	299 to 309(A)	ENG	ENG	For any matter requiring specific Extension / Exemption, the concerned branch to be approached directly.
24	All matters on Safety Construction, other than hull structures, dry-docking, Special surveys.	299,299A,300 to 309(A)	ENG	ENG	For matters related with Dry-dock, Special surveys, application to be made to NA Branch, which will, however, be finally disposed through the ENG Branch.
25	ISM Code	MS (Mgmt of Safe Operation of Ships)Rules 2000	ENG	ENG	
26	PSC / FSI inspections	334 to 344	ENG	ENG	

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27	Examination of Engineers.	78	ENG	ENG	In consultation with other Branches / wing(s), as per domain expertise, if necessary.
30	All Fire Fighting Equipment, including plans & service stations.	289	ENG	ENG	
31	Manning of Engineering Officers	76	ENG	ENG	
32	Ship Repair Units	GOI OM SW/SBR/9(7)/83	ENG	ENG	
33	All matters related with Recognized Organizations (other than legal issues which need to be dealt with by the MSL Branch).	9	ENG	ENG	
34	All matters related with MARPOL Convention, except CAS.	356A to 356O	ENG	ENG	
35	Ship Recycling and allied Matters	Hongkong Convention	ENG	ENG	
36	Registration of Bunker Suppliers	MARPOL Ann.VI	ENG	ENG	
37	All matters related with Anti Fouling System	AFS Convention	ENG	ENG	
38	All matters related with Ballast Water Mgmt Convention	BWM Convention	ENG	ENG	

NAVAL ARCHITECTURE (NA) WING

39	All matters related with Dry-docking, Special surveys.	299 to 309 as applicable	NA	ENG	Application to be made to the NA branch, and, will be finally disposed from the ENG Branch after verification of other relevant matters.
	All matters related with Load Line Convention.	316 to 329	NA	NA	In consultation with other Branches / wing(s), as per domain expertise, if necessary.
	All matters related to hull structure, strength of ships, including Tank coatings.	299 to 309 as applicable.	NA	NA	
	Tonnage measurement of Ships and associated surveys & certifications.	27	NA	NA	

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43	All matters related to subdivision and stability (intact/damage) of ships including inclining experiments.	333,298	NA	NA	In consultation with other Branches / wing(s), as per domain expertise, if necessary.
44	All matters related to Crew Accommodation, including associated plans, viz Fire Protection for bulkheads.	175	NA	NA	
45	River Sea Notification (RSV) and associated matters.	MS Notice 6 of 2010	NA	NA	
46	SPS Code and associated matters.	SD Branch Circular 1 of 2007	NA	NA	
47	All matters related with Condition Assessment Scheme(CAS) of MARPOL	MARPOL	NA	NA	

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vAppendix- II to the DGS Order 16 of 2013

**WORK-SPECIALITY(AREA OF SERVICE) OF THE THREE TECHNICAL
WINGS, OF THE DGS. i.e. NAUTICAL, ENGINEERING AND NAVAL
ARCHITCTURE**

NAUTICAL WING

1. Registration of Ships, maintenance of Central Register.
2. Examination of Masters and Mates as per STCW
3. Maritime Casualties related to collisions, cargo work or officers involving deck-department on board ships.
4. Life Saving Appliances and associated plans, other than wherever assessments related to strength/stresses are concerned.
5. Manning of Nautical Officers(i.e. Masters, Mates and other Officers)
6. Carriage of Oil, Dangerous Goods, Noxious Liquid Substances in bulk, Harmful Substances Carried by Sea in Packaged Form and related operational matters including executing marine pollution emergency plans under the provision of M.S. Act . In all such cases Survey and Certification will be supervised by the Engineering Wing and, Design and Construction will be supervised by the Naval Architecture Wing.
7. Carriage of Grain Cargo under the Act.
8. Carriage of IMSBC Cargo under the Act.
9. Maritime Search and Rescue under the provision of M.S. Act / SAR Convention
10. Training related to merchant navy officers on the Nautical side as per STCW.
11. ISPS Code, SUA Convention, LRIT, DG Comm. Centre and all matters related to Ship Identification number & CSR.
12. Wreck and Salvage
13. COLREG and Safety of Navigation
14. International Convention for Safe Containers under the applicable provision of the Act and rules framed thereunder.
15. INMARSAT / GMDSS / Radio-communications
16. International Convention on Oil Pollution Preparedness, Response and Cooperation.
17. Bunker Convention (except Registration of Bunker Suppliers)
18. Convention on Civil Liability for Oil Pollution Damage, Fund Convention, Athens Convention
19. Convention on Limitation of Liability
20. HNS Convention
21. FAL Convention
22. All codes related to carriage of cargo, viz. grain, stowage and securing etc. unless issues related to Engineering or Naval Architecture are concerned.
23. Navigation and Pilotage aspects of Ports
24. Lighthouses and Lightships
25. Hydrographic surveys, including demarcation of Water Limits
26. International Code of Signals
27. Voyage and Towage Permissions with advice from Engineering and Naval Architecture Wings.
28. All matters related to maritime insurance
29. High Speed Craft Code in consultation with the Engineering and Naval Architecture wings as necessary.

ENGINEERING WING

- 1 ISM code, with advice from the Nautical and Naval Architecture branches as required.
- 2 Examination of Engineers in the Merchant Navy as per STCW.
- 3 Fire Fighting Equipment.
- 4 Training related to merchant navy officers on the Engineering side as per STCW.
- 5 Manning of Engineering Officers(i.e. Chief Engineer, Second Engineer and other Engineer Officers)
- 6 All matters related to shipboard machinery including boilers and electrical installations
- 7 Ship Repair Units
- 8 Approval of Service stations/organizations.
- 9 Prevention, detection and suppression/extinction of fire on board ships including associated plans.
- 10 Standing committee on Shipbuilding subsidy
- 11 All matters pertaining to Indian Standard Institutions and various technical committees in various Recognized Organizations
- 12 Port State Control and Flag State Implementation inspections with advice from the Nautical and Naval Architecture wings as required.
- 13 Annexes of MARPOL Convention (i.e. Oil, Sewage, Garbage, Air) including Reception Facilities.
- 14 All matters related to Energy Efficiency of Ships including control of emissions from Ships.
- 15 All matters pertaining to Statutory Survey and Certification of Ships.
- 16 All matters related with Recognized Organizations(Classification Societies)
- 17 Ship Recycling and allied Matters
- 18 All matters related to casualties arising out of fire, explosion and/or breakdown or malfunctioning of machinery and/or equipment.
- 19 Registration of Bunker Suppliers
- 20 Casualty investigations related to fire, explosions, machinery failures, violation of MARPOL or officers involving engineering-department on board ships.
- 21 Ballast Water Management Convention.
- 22 Anti-Fouling Convention

NAVAL ARCHITECTURE WING

- 1 Load Line Convention, unless specifically mentioned otherwise.
- 2 All matters related to hull, superstructure and strength of ships, including associated plans.
- 3 All matters related to subdivision and stability (intact/damage/intact) of ships including inclining experiments.
- 4 All matters related with International Tonnage Convention.
- 5 All matters related to Crew Accommodation, including associated plans.

- 6 Approval of plans with respect to assessment of strength/stresses of life boats, davits and buoyant apparatus.
- 7 All matters pertaining to Design and Construction of Ships.
- 8 Structural Fire Protection and Escape routes.
- 9 Formulation of River Sea Vessels Policy / Rules in consultation with the Nautical and Engineering Branches.
- 10 Condition Assessment Scheme of MARPOL
- 11 All matters related to casualties arising out of failures related to shipboard structures/design/construction or related to loss of stability.
- 12 All matters related with SPS Code in consultation with the Nautical and Engineering wings as necessary.
- 13 Torremolinos Convention and all matters related to safety of Fishing Vessels with advice from Nautical and Engineering branches.

Appendix-III to the DGS Order 16 of 2013

TABLE SHOWING THE OFFICERS / WINGS OF THE DIRECTORATE DEALING WITH RESPECTIVE SECTIONS OF THE MS ACT WITH REFERENCE TO THE GOI NOTIFICATION NO. S.O.313(E) DTD 11.3.2005)

Sr No (1)	Section (2)	Provisions (3)	Remarks on process (5)
1.	226	Power of Central Govt. to order a second survey (Passenger Ships)	As per the details indicated in Annexure-3 regarding the Liaison Wings for various Technical services at the DGS.
2.	227 (i) (c)	Duration of certificates of Survey (Passenger Ship).	-do-
3.	228	Cancellation or suspension of certificate of survey by Central Government(Passenger Ship)	-do-
	229	Alterations in Passenger Ships subsequent to grant of certificate of survey, and additional surveys	-do-
	230	Delivery of expired or cancelled certificate of survey(Passenger Ships)	-do-

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6.	235(1)	Passenger Ships with certificates of survey or certificates of partial survey granted outside India	-do-
7.	235(3)	Same as 235(1) in respect of partial survey or docking certificate	-do-
8.	298(2)	Approval of stability booklets	Applications need be made to the CSS, as necessary, which shall also be processed in the Naval Architecture branch and disposed off by the CSS or his authorized representative.
9.	298(2A)	Inclining test for determining the stability	-do-
10.	299A(2)	Safety Construction certificates and construction certificates for Cargo ships and allied matters, including dry-docking of Cargo Ships.	As per the details indicated in Annexure-3 regarding the Liaison Wings for various Technical services at the DGS.
11.	310(3)	Ships exempt from provision relating to Load Lines	Applications need be made to the CSS, as necessary, which shall also be processed in the Naval Architecture branch and disposed off by the CSS or his authorized representative.
12.	312(2)(b)	Marking of deck line and Load Lines	-do-
13.	316(2)	Issue of Load Line Certificates and effect thereof	-do-
14.	316(3)	Request to other Government to issue of Load Line Certificate	-do-
15.	316(4)	Deemed survey for Load Line / deemed marked	-do-
16.	317(3)	Conditions under which Load Line certificate becomes invalid	-do-

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17.	317(5)	Endorsement of Certificate during the validity of Load Line	-do-
18.	321	Issue of Load Line certificates to foreign ships in India and Indian ships in foreign countries	-do-
19.	323(5)	Inspection and control of Load Line convention for Indian ships and, ships other than Indian ships	As per the details indicated in Annexure-3 regarding the Liaison Wings for various Technical services at the DGS.
20.	328(1)	Load Line certificates of ships other than Indian ships	Applications need be made to the CSS, as necessary, which shall also be processed in the Naval Architecture branch and disposed off by the CSS or his authorized representative.
21.	454 A	Power to prescribe alternate fittings, etc.....	Applications need be made as far as practicable to the concerned branch as per the work-speciality shown in Annexure 2 or as per the liaisoning branch as shown in Annexure 3. This shall accordingly be processed by the NA or the CS or the CSS as per the respective work speciality of the concerned officers and, shall be disposed off by the NA or the CS or the CSS as per their respective work speciality.
22.	456	Power to exempt	Powers are to be exercised by the NA or the CS or the CSS, as per their respective work speciality(* - pl see Annexure 2), with necessary inter-consultation as necessary.

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