

DIRECTOR GENERAL OF SHIPPING		
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C. S.	Instructions to Examiners Issue No. 00	Circular No. 127 Dated : 27.01.2015

Subject: Revised procedure for issuance of COC

As per the prevailing practice Certificate of Competency (COCs) are prepared only after the completion of written and oral examination and approval of the results. Thus the candidates who have cleared their written examinations in earlier attempts and have now appeared and passed oral examinations have to wait for the written and oral examinations to be completed and result approved, before they can apply for their COCs. This causes delay in issuance of COC to these candidates.

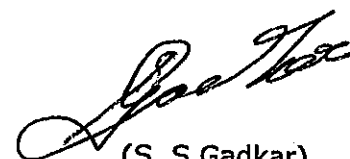
The Directorate has been receiving complaints from shipping companies and candidates, especially those candidates who have appeared and passed "only orals" examination recently for these delay in the issuance of COC.

Hence the Directorate General of Shipping In its continuous endeavor to improve its service to the industry has decided to further streamline the process of issuance of COC to those candidates who have already cleared the written examination and have appeared and passed oral examination in subsequent attempt(s). The applications of candidates under this category need not be kept pending for want of approval of result by Chief Examiner of Engineers(CEE).

In partial modification of the Instruction to Examiners Circular No. 122 dated 29.01.2014, following procedure shall now be followed for issuance of COCs to the aforesaid candidates from the date of issuance of this circular:

1. Mercantile Marine Department shall forward the applications for issuance of COC from the eligible candidates as soon as the oral exams are over for the candidate.
2. The MMD will verify the results before recommending for issuance of COC on para 'D' of the DGS Final Register.
3. The responsibility of verifying and entering details of examination passed will lie with the MMD.
4. The DG Shipping will issue COC based on the recommendations on DGS Final Register only.
5. All MMDs are advised to forward following documents for preparation of COCs:-
 - a) DGS Final Register duly signed by Examiner of Engineers after due verification
 - b) Original EXN 37 BC(Oral) indicating the candidates overall pass in the oral examinations (which will be approved by CEE and returned to MMD for records)
 - c) Copy of relevant "Result sheet 2" indicating candidate's overall pass in the written examinations
 - d) Copy of duly updated EXN 45 indicating overall pass in the grade of examination
 - e) Copy of earlier COC, if any
 - f) Copy of first and last page of passport (Copy of additional pages indicating any correction such as change of name/address if any)
 - g) Copy of INDOS Certificate
 - h) 3 Nos. passport size colour photos, same as that which is pasted & endorsed on the DGS Final Register
6. The Examiner of Engineers may recommend COCs valid beyond 31.12.2016 for those candidates who are complying with STCW 2010 Manila Amendments after verifying the requisite documents.

This Issues with approval of Chief Examiner of Engineers.



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