



सत्यमेव जयते

भारत सरकार / GOVERNMENT OF INDIA

पोत परिवहन मंत्रालय / MINISTRY OF SHIPPING

नौवहन महानिदेशालय / DIRECTORATE GENERAL OF SHIPPING

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NOTICE

Sub: Uploading of Documents and e-Payment of fees for MEO Class IV

Certificate of Competency examination.

The Directorate has provided the following facilities in the existing MEO Class IV e-pariksha online examination system. These facilities have been added, to reduce the number of visit of a candidate, to the examination centre, banks etc; and also to eliminate the submission of hard copies of documents, in the future.

A. Document uploading facility for fresh candidates

- i) When a fresh candidate applies for MEO Class IV examination through e-Pariksha, he/she would now be required to upload 'ALL' relevant documents such as school certificates, sea service certificates, STCW proficiency certificates, copy of CDC & Passport etc. at the time of submission of online application. A detailed list of documents required to be uploaded is mentioned in the user manual and the application form, available in the e-Pariksha portal, for reference.
- ii) Without having successfully uploaded the mandatory documents, candidate's application will not be accepted for assessment.
- iii) The concerned Mercantile Marine Department (MMD) officer would review and approve the application- online, based on the documents uploaded. Once the application is approved, the candidate can book seats for written and oral examination.

- iv) A detailed user guide is available in the home page for the benefit of the candidates, once they login to the e-Pariksha portal.
- v) After online submission of the application, the candidate is required to take a print out of the application and submit the same to the concerned MMD along with photograph and self-attested photocopy of all the uploaded documents either by post, or in person. The submission of self-attested photocopy of uploaded documents will be discontinued in future; and same will be notified once the system stabilises and satisfactory functioning of the online verification of the documents is ensured. However, candidates will have to get their original of the submitted documents verified by the examiner of the concerned MMD, either at the time of initial application or at the time of the oral exam.

B. Online Payment facility for all candidates appearing for MEO Class IV examination

- i) Online payment facility has been enabled for payment of fees for Assessment, Written examination and Oral examination.
- ii) Both online and offline payment of fees is available upto 30th June 2016. The offline fee payment will not be available from 1st July 2016.
- iii) A detailed user guide is available in the home page for the candidates once they login to e-Pariksha portal.
- iv) For all those candidates, who have already paid applicable fees in physical format with the concerned MMD, provision has been made to enter the offline fee payment details in e-Pariksha to enable them to book their seats

C. For any questions or concerns, please approach concerned MMD or write to epariksha.helpline@gmail.com for faster responses.

This issues with the approval of the Chief Examiner of Engineers.



(S.Barik)

Dy.Chief Surveyor cum Sr.DDG [Tech]