

	<u>DIRECTORATE GENERAL OF SHIPPING, MUMBAI</u>	IS/ISO clause No. 7.1
Ref: QMS EACQP- 07-1	Subject:- Conduct of Value added course in DGS approved premises.	File No. TR/POL/8(4) 2013 of TRAINING BRANCH
Approved by the Director General of shipping	DGS Training Circular No. 23 of 2013	Date: 20 th December,2013

1. The Maritime Training Institutes (MTIs) approved by the Director General of Shipping to conduct the DG approved courses were allowed to conduct non-DGS approved value added courses of short duration, maritime course approved by foreign maritime administration, shore based maritime courses which are not leading to Certificate of Competency such as degree and Diploma in Naval Architecture, ship Building, Ship Repair, etc. in pursuance of clause 19 Of DGS order No. 1 of 2003 and 1.23 of DGS Order No. 2 of 2007.
2. Now, in partial modification of the clause 1.9 of DGS Order No. 1 of 2003 dated 15.01.2003 and clause 1.13 of DGS Order No. 2 of 2007 dated 31.10.2007, the Directorate General of shipping hereby again directs the Maritime Training Institutes conducting non DGS approved courses, that guidelines issued by the Directorate & applicable for DGS approved courses shall not be compromised due to conduct of any other non DGS approved course courses in the same premises. The Directorate shall not be deemed to be a party to any of the malpractice or misconduct committed by the Institute with respect to non DGS approved courses.
3. The Maritime Training Institutes which are conducting any non DGS approved courses and as & when starting any new non DGS approved course (s), in the same premises shall submit an undertaking in the format as prescribed in Annexure-1
4. The Maritime Training institutes which are presently conducting non- DGS approved Courses whether after having obtained the NOC or not, shall necessarily inform the Directorate about such courses in the format prescribed in annexure-1 by 1.01.2014.
5. The Maritime training Institutes, on an annual basis, shall the said information as per the annexure-1 along with the annual return, without fail.

6. This may be noted for an information and compliance of all concerned.
7. This is issued with the approval of the Director General of Shipping & ex- Officio Additional secretary to the Government of India in accordance with the power conferred under Rule 47 of Merchant shipping (Standard of Training, Certification and watch-Keeping for Seafarers) Rules, 1998.

Sd/-

[Ash Mohomad]

Asstt. Director General of Shipping [Trg.]

To,

1. All Maritime Training Institutes,
2. Vice chancellor, Indian Maritime University, East Coast Road, Uthandi, Chennai- 650119.
3. All Academic Councils.
4. All Mercantile Marine Departments.
5. The Shipping Master, Mumbai/Kolkata/Chennai/Kolkata.
6. The Director, seamen's Employment Office, Mumbai/Chennai/Kolkata.
7. INSA/FOSMA/MASSA.
8. INDoS Cell, Nav Bhavan Building, Mumbai-1
9. Engineering branch, DGS
10. Nautical branch, DGS
11. Management Representative (QMS), EAC Branch, DGS.
12. Crew branch
13. Computer Cell with a request upload in the website
14. Hindi Cell.
15. Guard file.

Information/Undertaking furnished to the DG Shipping as per Training Circular No. 23 of 2013.

I, -----/ Chairman/ Managing trustee of -----
----- (Name of the Institute) here by informs the Directorate General of Shipping as follows;

1. That the Institute is conducting / intends to conduct the following non DGS approved course;
a), b)....., c), d)

Now therefore the Institute undertakes as follows;

1. That the Institute shall add a clause in the prospectus and / or brochures and /or advertisements and or applications of the concerned non-DG approved courses mentioning that “This is not approved by the Director General of Shipping, Government of India, Mumbai.”
2. That the non-DGS approved courses being / intended to be conducted as mentioned above within the premises shall not affect or compromise the conduct of DGS approved courses, particularly w.r.t. infrastructure, training facilities and faculty load.
3. That the faculty for conducting the DGS approved courses shall be Independent of the non DGS approved courses, and he norms in terms of the DGS Order No. 5 of 2013, shall be complied for the same.

I/we are aware that in the event of non – compliance of above information/ undertaking by the institute, observed during the scheduled / unscheduled inspection by the DGS authorized representative, the Institute shall be liable to face the following punitive action by the DG Shipping;

1. The DGS approved course / courses may be suspended/ withdrawn without assigning any further reason thereof.

Place:-----

Signature-----

Date:-----

Name -----

Designation-----

Seal of the Institute