
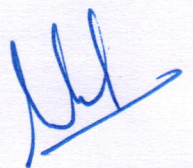


DIRECTORATE GENERAL OF SHIPPING, MINISTRY OF SHIPPING, GOVT. OF INDIA, MUMBAI		
	TRAINING BRANCH	Ref : QMS 7.0 IS / ISO Clause No. 7.1
	Shipboard training as part of the approved training programme for the pre-sea courses leading to Certificate of Competency or Certificate of proficiency.	File No. TR/CIR/6(14)/20 19
Approved by : Director General of Shipping, GoI	DGS Circular No. : 18 of 2020	Dated 24.04.2020

1. Whereas India is signatory country to the "Standards of Training, Certification and Watchkeeping for seafarers" (STCW) 1978, as amended, and in compliance with the said Convention, promulgated its requirements in her national laws through Merchant Shipping (Standards of Training, Certification and Watchkeeping for seafarers) (STCW) Rules, 2014.
2. Whereas the "Standards of Training, Certification and Watchkeeping for seafarers" (STCW) 1978, Convention as amended, requires maritime administration to administer, monitor and supervise the Maritime Training Institutes (MTI) approved for conducting the maritime courses.
3. Whereas the "Standards of Training, Certification and Watchkeeping for seafarers" (STCW) 1978, Convention as amended, also requires that the seafarers are imparted training and assessed for the competencies as stated in the Convention.
4. Whereas Regulation II / 1 of the STCW Convention, 1978, as amended states the mandatory minimum requirements for certification of officers in charge of a navigational watch on ships of 500 gross tonnage or more. As per Para 2.2 of the said Regulation -
"Every candidate for certification shall have approved seagoing service of not less than 12 months as part of an approved training programme which



includes onboard training that meets the requirements of Section A – II / 1 of the STCW Code and is documented in an approved training record book, or otherwise have approved seagoing service of not less than 36 months”.

5. Whereas Rule 20 of the M.S. (STCW) Rules, 2014 states the minimum requirements for certification of officer in charge of a navigational watch (Second Mate of a foreign-going ship) on ships of 500 gross tonnage or more. As per Para 2b of the said Rule, –

“Every candidate for certification shall have approved sea-going service of not less than twelve months as part of an approved training and assessment programme which includes on-board training that meets the requirements of section A-II/ 1 of the STCW Code and is documented in an approved training record book, or otherwise have approved sea-going service of not less than thirty-six months in the deck department”.

The para 2c of the said Rule further states that –

“Every candidate for certification shall have performed bridge watch-keeping duties for a period of not less than six months during the required approved sea-going service under the supervision of the Master or a qualified Officer”.

6. Whereas Regulation II / 4 of the STCW Convention, 1978, as amended states the mandatory minimum requirements for certification of ratings forming part of a navigational watch. As per Para 2.2.2.2 of the said Regulation –

“Every candidate for certification shall have completed special training, either pre-sea or on board ship, including an approved period of seagoing service which shall not be less than two months”.

7. Whereas Rule 33 of the M.S. (STCW) Rules, 2014 states the minimum requirements for certification of ratings forming part of a navigational watch. As per Para 2b of the said Rule –

*“Every candidate for the certification shall have completed approved sea-going service for a period of not less than 15 months **OR** approved pre-sea training and approved sea-going service for a period of not less than six months”.*

8. Whereas Regulation III / 1 of the STCW Convention, 1978, as amended states the mandatory minimum requirements for certification of officers in charge of an engineering watch in a manned engine-room or designated duty engineers in a periodically unmanned engine-room. As per Para 2.2 of the said Regulation-

“Every candidate for certification shall have completed combined workshop skills training and an approved seagoing service of not less than 12 months as part of an approved training programme which includes onboard training that meets the requirements of Section A – III / 1 of the STCW Code and is documented in an approved training record book, or otherwise have completed combined workshop skills training and an approved seagoing service of not less than 36 months of which not less than 30 months shall be seagoing service in the engine department.

9. Whereas Rule 35 of the M.S. (STCW) Rules, 2014 states the minimum requirements for certification of Officers in Charge of an Engineering Watch in a manned engine room or designated duty engineers in a periodically unmanned engine room (Marine Engineer Officer Class IV). As per Para 2b of the said Rule -

“Every candidate for certification shall have completed combined workshop skills training and an approved sea-going service of not less than twelve months as part of an approved training programme which includes onboard training that meets the standards of competence as specified in section A-III/1 of the STCW Code and is documented in an approved training record book, or otherwise have completed combined workshop skill training and an approved seagoing service of not less than thirty six months of which not less than thirty months shall be sea-going service in the engine department”.

The para 2c of the said Rule further states that -

“Every candidate for certification shall have performed during the required approved sea-going service, engine room certified watch keeping duties for a

period of not less than six months under the supervision of the Chief Engineer Officer or a certified Engineer Officer”.

10. Whereas Regulation III / 4 of the STCW Convention, 1978, as amended states the mandatory minimum requirements for certification of ratings forming part of a watch in a manned engine-room or designated to perform duties in a periodically unmanned engine-room. As per Para 2.2.2.2 of the said Regulation–

*“Every candidate for certification shall have completed approved sea-going service for a period of not less than 15 months **OR** special training, either pre-sea or onboard ship, including an approved period of seagoing service which shall not be less than two months”.*

11. Whereas Rule 46 of the M.S. (STCW) Rules, 2014 states the minimum requirements for certification of ratings forming part of an engine room watch. As per Para 2b of the said Rule –

“Every candidate for the certification shall have completed approved pre-sea training or special training and approved sea-going service for a period of not less than six months”.

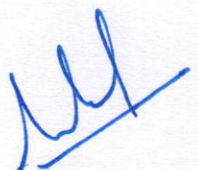
12. Whereas Regulation III / 6 of the STCW Convention, 1978, as amended states the mandatory minimum requirements for certification of electro-technical officers. As per Para 2.2 of the said Regulation–

“Every candidate for certification shall have completed not less than 12 months of combined workshop skills training and approved seagoing service of which not less than 6 months shall be seagoing service as part of an approved training programme which meets the requirements of Section A – III / 6 of the STCW Code and is documented in an approved training record book, or otherwise not less than 36 months of combined workshop skills training and approved seagoing service of which not less than 30 months shall be seagoing service in the engine department.

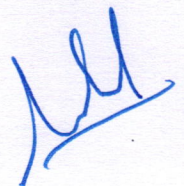
13. Whereas Rule 48 of the M.S. (STCW) Rules, 2014 states the minimum requirements for certification of Electro-Technical Officers. As per Para 2b of the said Rule –

“Every candidate for the certification shall have completed not less than twelve months of combined workshop skills training and approved sea-going service of which not less than six months shall be seagoing service as part of an approved training programme which meets the requirements of Section A-III/6 of the STCW Code and is documented in an approved training record book, or otherwise not less than 36 months of the combined workshop skills training and approved seagoing service of which not less than thirty months shall be sea-going service in the engine department”.

14. The total training requirements (pre-sea training and shipboard training) for the various certificate of competency and certificate of proficiency are tabulated briefly in the Annexure to this Training Circular.
15. Noting that an approved training programme as required by STCW Convention, 1978, as amended and the M. S. (STCW) Rules, 2014, is an approved training programme that is a combination of the approved pre-sea training and the approved shipboard training imparted while undergoing the required seagoing service.
16. Whereas the approval granted by the Directorate till date have been granted only for the pre-sea training.
17. Whereas the training acquired during seagoing service was recorded in the approved “Training and Assessment Record” (TAR) book or the “Cadet Record Book” (CRB) and signed by the Company Training Officer.
18. Whereas it was not made mandatory for the Company Training Officer to have the requisite qualification to assess the training imparted during the seagoing service of the candidate leading to ineffective assessment of training acquired during the seagoing service.
19. Whereas the approved training programme as required by the STCW Convention 1978, as amended was not complied with in true letter and spirit as the TAR books and CRBs were not reviewed and training acquired during the sea going service was not assessed by the MTI. Noting that the MTI had no information of the assessment and completion of training of the candidate during the seagoing service

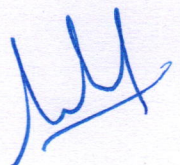


20. Whereas the STCW Convention, 1978, as amended and the M.S. (STCW) Rules, 2014 specify only the minimum eligibility requirements for acquiring the Certificate of Competency or the Certificate of Proficiency which is required for jobs on ships.
21. Whereas the intention of the Directorate had been to provide eligible, qualified and competent seafarers to the world maritime industry, it is important that the potential seafarers are given opportunity to complete their training so as to be eligible, qualified and competent for seeking employment on ships.
22. Whereas many candidates are lured for admissions in pre-sea maritime courses by promising them employment on ships and high salaries. Noting that upon completing the pre-sea training these candidates are left helpless and are not able to complete their shipboard training to be competent for acquiring the Certificate of Competency (CoC) or the Certificate of Proficiency (CoP). Also noting that the pre-sea training being specific for employment on ships, inability to be competent for CoC or CoP led to frustration of candidates.
23. Whereas the Directorate had issued Training Circular No. 14 of 2013 dated 12 / 07 / 2013 on the subject - "Conduct of 1 year DNS course leading to B.Sc (Nautical Science) course - matters regarding admission of sponsored / non-sponsored candidates".
24. Whereas the course completion certificate as per the existing procedure is issued by the MTI to the candidates who have successfully passed only the GP rating examination conducted by the "Board of Examination for Seafarers Trust".
25. Taking cognizance of the above, the Directorate hereby issues the following directives.



25.1. Approved Training Programme

- 25.1.1. In compliance with STCW Convention, 1978, as amended and M.S. (STCW) Rules, 2014, the approved training programme for the pre-sea training listed in Table – 1 given below shall consist of pre-sea training and the shipboard training.
- 25.1.2. The shipboard training defined for each pre-sea training shall be mandatory for successful completion of the approved pre-sea training and subsequent issuance of certificate for successful completion of approved training programme for the pre-sea training. Upon successful completion of the approved training programme (pre-sea training and shipboard training), the Maritime Training Institute (MTI) shall carry out assessment of the “Training and Assessment Record” (TAR) book or the “Cadet Record Book” (CRB) and issue course completion certificate to the candidate. The format for course completion certificate for each pre-sea training shall be issued by the Directorate.
- 25.1.3. The degree or the diploma that may be issued after completion of a pre-sea course prior to undertaking shipboard training is given in the Table below. Any course certificate issued only after the pre-sea training approved by the Directorate prior undertaking shipboard training shall be considered only as partial completion of the approved training programme for the subject pre-sea training.
- 25.1.4. The following is the Table giving the pre-sea training course, pre-sea course duration, certificate to be issued after completion of pre-sea training, shipboard training duration and the total training duration required for issuance of the course completion certificate.



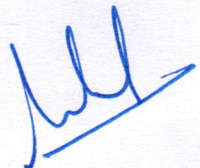
SN	Pre-sea Course	Pre-sea Course duration	Certificate to be issued	Shipboard training duration	Total training duration for issuing course completion certificate
1	BE / B-Tech Marine Engineering	4 years	Degree	6 months	4.5 years
2	Graduate Marine Engineer	1 year	-	6 months	1.5 years
3	B. Sc (Nautical Science)	3 years	Degree	1 year	4 years
4	Diploma in Nautical Science (DNS)	1 year	Diploma	1.5 years	2.5 years
5	Electro – Technical Officer (ETO)	4months	-	8 months	1 year
6	Training in General Purpose Rating	6 months	-	6 months	1 year
7	Certificate Course in Maritime Catering	6 months	-	6 months	1 year

Table

- 25.1.5. The eligibility requirements for the various CoC examinations shall be amended accordingly to include certificate for successful completion of training.
- 25.1.6. The Guidelines issued for the pre-sea courses as mentioned in the Table above shall henceforth be called Part – A of the Guidelines. The applicable TAR book / CRB issued for the pre-sea training as mentioned in Table shall henceforth be called Part – B of the Guidelines.
- 25.1.7. The MTIs may continue to issue degree to the candidates for BE / B-Tech in Marine Engineering, B. Sc (Nautical Science) and Diploma in Nautical Science as per the existing procedures. However, such degree / diploma shall only be considered as partial completion of the approved training programme and shall not be considered for eligibility for any examinations of CoC or CoP conducted by the Directorate unless the shipboard training is successfully completed.

25.2. Pre-sea course completion certificates

- 25.2.1. The MTIs conducting the approved “BE / B-Tech in Marine Engineering” course, shall issue course completion certificates to the candidates who have successfully completed the four-year pre-sea training as applicable and have completed the six months shipboard training successfully.
- 25.2.2. The MTIs conducting the approved “B. Sc (Nautical Science)” course, shall issue course completion certificates to the candidates who have successfully completed the three-year pre-sea training as applicable and have completed the twelve months shipboard training successfully.
- 25.2.3. The MTIs conducting the approved “Diploma in Nautical Science” course, shall issue course completion certificates to the candidates who have successfully completed the one year pre-sea training as applicable and have completed the eighteen months shipboard training successfully.
- 25.2.4. The MTIs conducting the approved “Graduate Marine Engineer” course shall issue course completion certificates to the candidates who have successfully completed the one-year pre-sea training as applicable and have completed the six months shipboard training successfully.
- 25.2.5. The MTIs conducting the approved “Electro-Technical Officer” course shall issue course completion certificates to the candidates who have successfully completed the applicable pre-sea training of four months and have completed the eight months shipboard training successfully.
- 25.2.6. The MTIs conducting the approved “Training in General Purpose Rating” course shall issue course completion certificates to the candidates who have passed the GP Rating examination conducted by “Board of Examination of Seafarers Trust” (BEST) and have completed the six months shipboard training successfully.
- 25.2.7. The MTIs conducting the approved “Certificate Course in Maritime Catering” course shall issue course completion certificates to the candidates who have passed the GP Rating examination conducted by



“Board of Examination of Seafarers Trust” (BEST) and have completed the six months shipboard training successfully.

25.3. Approval of pre-sea courses

25.3.1. General conditions

- 25.3.1.1.** All the approvals of the pre-sea courses granted by the Directorate shall be amended to reflect the revised duration of pre-sea courses.
- 25.3.1.2.** All the guidelines issued by the Directorate for the pre-sea courses shall be amended to reflect the revised duration of pre-sea courses.
- 25.3.1.3.** The approval for intake capacity shall not exceed 40 candidates / batch.
- 25.3.1.4.** No approval shall be granted for intake capacity of 20 candidates / batch.
- 25.3.1.5.** MTI shall not conduct any batch of a pre-sea course as listed in Table above if the number of candidates admitted for that batch is below ten.
- 25.3.1.6.** It shall be incumbent upon the MTIs to complete the training in accordance with para 25.1.4 and 25.1.2. All those candidates who have completed pre-sea training be given opportunity for commencement of their shipboard training within 12 months of passing of the pre-sea course. Left-out candidates for shipboard training, if any, shall have priority for ship board training which will be seen at the time of dynamic determination of intake capacity. Any deviation in this regard will be viewed seriously and strict action will be taken for non-completion of the course of the candidates concerned as per STCW convention and embodied in this circular.
- 25.3.1.7.** The approvals granted for intake capacity (number of candidates / batch) and number of batches for the new pre-sea course (Pre-sea course to be commenced) shall henceforth be dynamic and shall

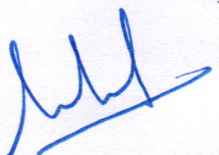


depend on the number of candidates who had completed their pre-sea training in entirety i.e. pre-sea training and shipboard training. The new approval for intake capacity and number of batches for the new pre-sea course shall be computed using the methodology mentioned in para 26.2 below.

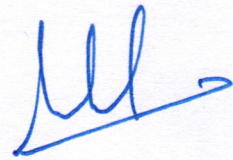
25.3.2. Intake capacity and number of batches approval calculation for a new batch

The following procedure shall be adopted to calculate the intake capacity (candidates / batch) and number of batches for the new pre-sea course.

- 25.3.2.1. **Step 1** - The e-governance system shall be used to identify the number of candidates who have commenced their shipboard training within the last 12 months. The 12 months considered shall be 12 months prior to the date of commencement of the pre-sea course for which the intake capacity being determined.
- 25.3.2.2. **Step 2** - Out of the total number of candidates identified above, the number of candidates who commenced their shipboard training within 12 months after their passing the pre-sea course shall be identified.
- 25.3.2.3. **Step 3** - 25% of the number of candidates identified in the step above shall be calculated.
- 25.3.2.4. **Step 4** - The total intake capacity for the new course shall be sum of the candidates calculated in steps 2 and 3. In other words, the total intake capacity shall be 1.25 times the number of candidates identified in step 2 subject to the condition that the total no of candidates do not exceed the approved existing number of batches and candidates The MTI for which this number is more than approved capacity and who are interested in increasing their total intake capacity/batches may apply as per existing procedure.



26. This Training Circular amends the following.
- 26.1. The Training Circular No. 30 of 2018 dated 24 / 10 / 2018 is superseded.
- 26.2. Section 16 of the DGS Training Circular No. 01 of 2018 dated 22 / 01 / 2018 is superseded.
- 26.3. The Para 1.20 of Part – 1 of DGS Order 07 of 2016 dated 17 / 11 / 2016, dealt with “Placement, Counselling Cell and Alumni Cell” shall now be amended and read as “Counselling and Internship Cell and Alumni Cell”.
- 26.4. The Para 6.2.4 of the DGS Order 04 of 2016 dated 12 / 09 / 2016 shall be read as
6.2.4 Shipboard training records.
- 26.5. The Para 10.3 of the DGS Order 04 of 2016 dated 12 / 09 / 2016 shall be read as
10.3 Group C Shipboard training (Section V) = 5000.
- 26.6. The Para 11.1.5 of the DGS Order 04 of 2016 dated 12 / 09 / 2016 shall be read as
11.1.5 V Shipboard training records.
27. This Training Circular enters in to force from **01 / 06 / 2020**.
This issues with the approval of the Director General of Shipping and Additional Secretary to the Government of India.



[Ashish Wankhede]
Dy. Director General of Shipping (Training)

