

A FRAMEWORK OF TRANSPARENCY AUDIT

ORGANISATION AND FUNCTIONS

Directorate General of Shipping <https://www.dgshipping.gov.in/>

LAST UPDATED DATE : 01/08/2020

<u>S.No</u>	<u>Item</u>	<u>Details of Disclosure</u>	Remarks/Reference points (Fully met/partially met /not met-Not applicable will be treated as fully met/partially met
1.1	Particulars of its Organisation, functions and duties [section 4(1)(b)(i)]	<p>(i) <u>Name and address of the Organization:</u> Directorate General of Shipping, Ministry of Shipping, Govt. of India, Beta Building, 9th Floor, I-Think Techno Campus, Kanjur Village Road, Kanjur Marg (East) Mumbai – 4000042 https://www.dgshipping.gov.in/</p> <p>(ii) <u>Head of the Organization:</u> Shri Amitabh Kumar, IRS</p> <p>Director General Of Shipping ई-मेल/e-mail: amitabh.kumar63@nic.in</p> <p>टेलिफोन नं./ Tel Nos. 022-25752005 / 25752010</p> <p>फैक्स नं./ Fax No. 022-25752011</p>	Fully met

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		<p>महानिदेशालय में नियुक्ति की तारीख/Date of Joining D.G. Service: 07.01.2019</p> <p>https://www.dgshipping.gov.in/Content/DirectorGeneralShippingAbout.aspx</p> <p>(iii) <u>Vision, Mission and Key objectives</u> https://www.dgshipping.gov.in/Content/VisionMissionstatementAbout.aspx</p> <p>Vision statement:</p> <p>To be recognized globally as a highly effective, efficient, responsible and progressive maritime administration</p> <p>Mission Statement:</p> <ol style="list-style-type: none">1. Provide an effective supervisory and regulatory regime conducive to;<ol style="list-style-type: none">1.1 achieve, safe, efficient and secure shipping,1.2 protect the marine environment,1.3 all round growth of maritime university and2. Provide support to the Government of India in developing and implementing a holistic and integrated maritime development program that has a positive impact on national economy;3. Develop and Implement policies that facilitate an environment which is conducive for promoting an investment in the expansion of a modern merchant fleet under the Indian flag and develop globally competitive ship building and	
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repair facilities;

- 4. Develop and sustain a high quality human resource management catering to the needs of global including national maritime industry for competent seafarers;**
- 5. Ensure good governance by adhering to the highest standards of integrity, quality and efficiency in delivery of shipping services through constant innovation ,technology up gradation and value addition**
- 6. Develop measures to ensure compliance of relevant international instruments relating to safety and security of ships, protection of environment and welfare of seafarers.**

The Directorate General of Shipping is an attached office of the Ministry of Shipping, Govt. of India and deals with all executive matters, relating to merchant shipping. Indian shipping remained a deferred subject till independence. It was only thereafter, the development of shipping attracted the state policy. The subject of Shipping was, in the beginning, dealt with by the Ministry of Commerce, till 1949 and subsequently, in 1951, it was shifted to the Ministry of Transport and Shipping. In 1947, the Government of India announced the National Policy on Shipping, aiming at the total development of the industry. In order to accelerate the developmental efforts, the necessity for a centralized Administrative organization was felt and accordingly, it was in September 1949, the Directorate General of Shipping with its Headquarters at Bombay was established.

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This Directorate deals with all matters concerning the Maritime Administration, Maritime Education and Training, development of Shipping Industry and other related subjects.

The initial objectives of the Directorate General of Shipping were :

- Matters affecting Merchant Shipping & navigation and administration of the Merchant Shipping Law ;
- Measures to ensure safety of life and ships at sea;
- Development of Indian Shipping;
- International Conventions relating to Maritime matters;
- Provision of facilities for training of Officers and ratings for Merchant

Navy;

Regulation of Employment of Seamen and there welfare;

- Development of Sailing Vessel Industry and
- Regulation of Ocean freight rates in overseas trades.

The Directorate deals with implementation of shipping policy and legislation so as to ensure the safety of life and ships at sea, prevention of marine pollution, promotion of maritime education and training in co-ordination with the International Maritime Organisation, regulation of employment and welfare of seamen, development of coastal shipping, augmentation of shipping tonnage, examination and certification of Merchant Navy Officers, Supervision and Control of the allied departments and officer under its administrative jurisdiction.

The Director General of Shipping is vested with statutory powers under Section 7 of the Merchant Shipping Act, 1958. He is assisted, on the administrative side, by the Addl. Director General of Shipping, Dy. Directors General of Shipping, Asstt. Directors General of Shipping and Executive Officers whereas on the Technical side, by the Nautical Advisor, supported by Dy. Nautical Advisors and Nautical Surveyors; on the Engineering side by the Chief Surveyor, supported by Dy. Chief Surveyors, Dy. Chief Ship Surveyor, Engineer & Ship Surveyors and Ship Surveyor and also with

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supporting staff. The Nautical Advisor and the Chief Surveyor are also the Chief Examiners of Masters/Mates and Engineers respectively on behalf of the Director General Of Shipping.

(iv) Function and duties

The Directorate General of Shipping, a subordinate office of the Ministry of Shipping, Government of India, was established in 1949. The Director-General of Shipping derives statutory powers concerning the Indian maritime administration under Section 7 of the Merchant Shipping Act, 1958 and administrative, financial and statutory powers as Head of Department from Fundamental Rules and Supplementary Rules, General Financial Rules, Delegation of Financial Powers, etc. to execute the multifaceted activities through the following Administrative and Technical Branches:-

ORGANIZATIONAL FRAMEWORK

ADMINISTRATIVE BRANCHES

1. Administration Branch

Deals with the upkeep, maintenance and repairs of the building, office equipments, staff cars, communication systems and fixtures, purchase, supply and accounting of stores, stationery, settlement of construction bills, supply of uniform to staff, disposal of unserviceable stores, maintenance of records, etc.

2. Finance and Accounts Branch

Deals with preparation of budget proposals under plan and non-plan, settlement of claims, drawing and disbursement of salaries and other payments, monitoring of financial administration of allied offices, collection and compilation of revenue and expenditure returns

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for furnishing to the Ministry, etc.

3. Personnel Branch

Deals with all personnel matters of Group 'A' & 'B –Gazetted' Officers of DG Shipping and allied offices and Group 'B'-Non Gezatted and Group 'C' establishments of DG Shipping, framing of Recruitment Rules, recruitment, promotion, confirmation, retirement of officers and staff, maintenance of service books and confidential reports of staff, etc.

4. Training Branch

Deals with formulation, implementation of merchant navy training policy approval and monitoring of maritime training institutes etc.

5. Coastal Shipping Branch

Deals with matters related to development of coastal shipping, sailing vessel industry, maintenance of central registry for sailing vessels and fishing vessels, repatriation of distressed sailing vessel crew, monitoring of general administration of Regional Offices (Sails), coordination of National Maritime Development Program, etc.

1. Shipping Development Branch

Deals with works related to grant of license to liner trade vessels and coastal ships, charter permission under Section 406 and 407 of the Merchant Shipping Act, 1958, technical clearance for acquisition of second hand vessels above 25 years old, price reasonableness of vessels under construction for subsidy scheme, coordination of National Shipping Board meetings, formulation of shipping policy, etc.

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This branch also deals with the work related to administration of Part XIV of Merchant Shipping Act, 1958. The important public services include DGS permission to foreign flag vessels for the purpose of coastal operation and EXIM trade under section 406/407 of the said Act. The maintenance of tonnage data base and policy work related to development of shipping including provisions of Right of First Refusal are also handled under the shipping development branch.

2. Merchant Shipping Law Branch

Deals with preparation of bilateral agreements on shipping and economic policy, preparation of materials for International Maritime Organization/International Labour Organization Conventions & Protocols, national legislation concerning Port State Control, amendments to Merchant Shipping Act, etc.

This branch also deals with processing of amendments to the Merchant Shipping Act, 1958 and Cabinet Notes related to such amendments, Processing & legal scrutiny of Merchant Shipping Rules, their amendments and notifications issued under the provisions of the Merchant Shipping Act, 1958, Admiralty (Jurisdiction and Settlement of Maritime Claims) in 2017, processing of India's ratification of International Shipping Maritime Conventions (IMO & ILO) and their incorporation into national law of India, Vetting of Merchant Shipping Notices/Circulars before issue, Processing of comments on international cooperation matters. Important meetings of the International Maritime Organisation (IMO) like sessions of the Assembly, Council, and Legal Committee, and elections for the membership of India in the Council, and Legal Committee, and elections for the membership of India in the council of IMO are also handled/coordinated by the MSL branch.

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3. Crew Branch

Deals with settlement of disputes between ship-owners and seamen and compensation in respect of seamen affected by accidents/casualties, monitoring on issuance of Continuous Discharge Certificate-cum-Seafarers' Identity Document and settlement of disputes thereof, monitoring on implementation of Merchant Shipping (Recruitment and Placement of Seafarers') Rules, 2005, supervision of the administrative functions of the Seamen's Employment Offices, Shipping Offices, Seafarers' Welfare Fund Society, etc.

4. Multimodal Transport Operators Branch

Deals with the registration of Multimodal Transport Operators under the Multimodal Transportation of Goods Act, checking of fraudulent operation of MTOs, formulation of policies for smoothening the international trade in promotion of exports, etc.

1. Directorate issues licenses to Multimodal Transport Operators under the provisions of MMTG Act, 1993 for exports. In this regard the provision may be maintained as it will ensure that the concerned MTO is registered with the Directorate General of Shipping.
2. We have e-payment mandatory option for online payment of MTO Registration.
3. Documents processing verification all the other necessary process are done online.
4. After approval of MTO Registration Certificate applicant can download the same without any manual or physical interaction.
5. In short all the process of MTO Registration are done online.
6. The Advisory on transparency in transaction cost issued vide DGS Circular No. 1 of 2016 dated 07.09.2016 and also clarification dated 26.12.2016.
7. Advisory was issued for bringing in transparency in transaction cost in EXIM Trade.

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5. Coordination Branch

Deals with coordination between the Ministry, Directorate and allied offices through collection, compilation and furnishing of periodical reports to the Ministry such as Annual Report, Administrative Year Book, coordination of meetings with shipping industry, Principal Officers of Mercantile Marine Departments, Standing Core Committee, publication of DGS Bulletin, etc.

6. Vigilance Branch

Deals with vigilance administration of DG Shipping and allied offices to curb corruption at all levels and also to ensure transparent service to the public, maintenance of confidential reports & annual property returns of officers of DG Shipping and allied offices, etc.

This branch also deals with vigilance administration of DG Shipping including its allied offices throughout India, to ensure corruption-free delivery of services and transparency in public affairs. The major tasks include handling of complaints received from various sources against public servants working under the DGS establishment, issuance of vigilance clearance for various purposes.

7. Official Language Implementation Branch

With the enforcement of the Constitution on 26th January 1950, Hindi became the Official Language of the Union of India. According to Article 343 of the Constitution. The Government of India has been making continuous efforts for the progressive use of Hindi. Implementation of Presidential orders and other various orders of the Government, the Official Language Act, Resolution, Official Language Rules, etc. are being executed by this Branch

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TECHNICAL BRANCHES

1. **Nautical Branch**) The detailed organizational structure,
2. **Engineering Branch** } functions and duties of these
3. **Naval Architecture Branch** } Branches have been illustrated
} under Section 4 (1) (b) (i)

FUNCTIONS AND DUTIES OF DIRECTORATE GENERAL OF SHIPPING

The Directorate General of Shipping as Headquarters of the Indian Maritime Administration exercises the statutory functions underlined in the Merchant Shipping Act, 1958 and as Head of Department from Fundamental Rules & Supplementary Rules, Delegation of Financial Powers Rules, General Financial Rules, Central Civil Service (Classification, Control and Appeal) Rules, 1965, Central Civil Service (Conduct) Rules, 1964, to carry out the functions of the organization to fulfill the following objectives:-

OBJECTIVES

- The Directorate General of Shipping administers the provisions of Merchant Shipping Act, 1958 on all matters relating to shipping, policy and legislation.
- Implementation of various international conventions relating to safety, prevention of pollution and other mandatory regulations of the International Maritime Organization.
- Promotion of maritime education and training, examination and certification.
- Development of Indian shipping and augmentation of shipping tonnage.
- Development of coastal shipping and allied subjects.
- Development of sailing vessel industry.
- Supervision of the allied offices for their effective functioning, etc.

The following officers support the Director-General of Shipping in the execution of the general administrative, financial and statutory obligations vested in the Director-General of Shipping as Head of Department:-

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ADMINISTRATIVE SET UP

- (i) Additional Director General of Shipping : 1
- (ii) Deputy Director General of Shipping : 6
- (iii) Assistant Director General of Shipping : 9
- (iv) Joint Director (Official Language) : 1
- (v) Executive Officer : 3
- (vi) Assistant Director (Official Language) : 2
- (vii) Senior Personal Assistant : 4

TECHNICAL SET UP

On the Technical Side, the Nautical Adviser to the Government of India and his supporting officers support the Director-General of Shipping in the administration of the statutory functions specified under the Merchant Shipping Act, 1958 related to nautical matters:-

NAUTICAL

- (i) Nautical Adviser to the Government of India : 1
- (ii) Principal Officer : 2
- (iii) Deputy Nautical Adviser to the Government of India : 5
- (iv) Nautical Surveyor : 21
- (v) Indian Maritime Casualty Investigation Cell : 3
- (vi) Sr. Radio Surveyor : 2
- (vii) Radio Inspector : 6

Nautical Adviser is concurrently the Chief Examiners of Masters/Mates

ENGINEERING

The Chief Surveyor with the Government of India and his supporting officers support the

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Director-General of Shipping in the administration of the statutory functions specified under the Merchant Shipping Act, 1958 related to engineering matters:-

- (i) Chief Surveyor with the Government of India : 1
- (ii) Principal Officer : 3
- (iii) Deputy Chief Surveyor : 8
- (iv) Engineer & Ship Surveyor : 29
- (v) Engineer & Ship Surveyor (Indian Maritime Casualty Investigation Cell) : 2

The Chief Surveyor is concurrently the Chief Examiner of Engineers.

NAVAL ARCHITECTURE

The Chief Ship Surveyor with the Government of India and his supporting officers support the Director-General of Shipping in the administration of the statutory functions specified under the Merchant Shipping Act, 1958 related to naval architecture matters:-

- (i) Chief Ship Surveyor with the Government of India : 1
- (ii) Deputy Chief Ship Surveyor : 1
- (iii) Ship Surveyor : 7
- (iv) Junior Ship Surveyor : 1

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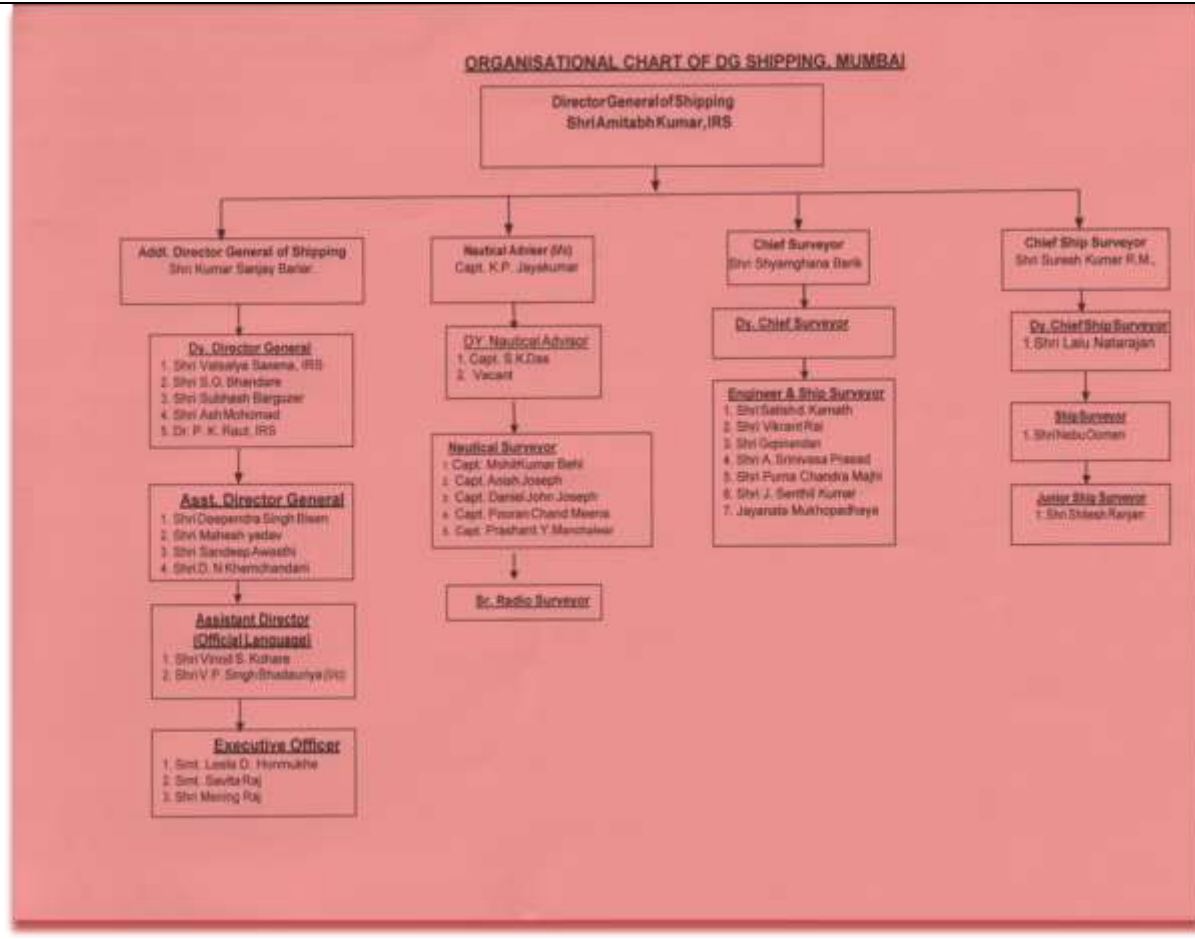
		<p>(v) <u>Organization Chart :</u> https://www.dgshipping.gov.in/WriteReadData/userfiles/file/Chart_150720_converted.pdf</p>	
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(vi) Any other details –the genesis, inception, formation of the department and the HoDs from Time to time as well as the committees/commissions constituted from time to time have been dealt:

Details are available on following link <https://dgshipping.gov.in/Content/Introduction.aspx>

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