



भारत सरकार / GOVERNMENT OF INDIA
पत्तन, पोत परिवहन और जलमार्ग मंत्रालय
MINISTRY OF PORTS, SHIPPING AND WATERWAYS

नौवहन महानिदेशालय, मुंबई
DIRECTORATE GENERAL OF SHIPPING, Mumbai



F. No. 23-MISC/21/2024-CREW - DGS (C. No. 27991)

Date: 20.03.2024

DGS Order No. 06 of 2024

Subject: Issue of E-Migrations of Indian Seafarers due to the Technical Up-gradation of E-Migrate Portal – Reg.

Whereas, the Directorate General of Shipping, Mumbai vide Merchant Shipping Notice No. 07 of 2017 dated 11.08.2017 had launched an E-Migrate system for Indian Seafarers.

2. And whereas, the e-Migrate system provides several benefits to both, the companies and the seafarers. For companies, it ensures compliance with regulations by facilitating recruitment through licensed entities, thus reducing legal risks associated with unlicensed recruitment. It also streamlines the immigration process by allowing immigration authorities to verify seafarers' details electronically, enhancing efficiency at immigration checkpoints. For seafarers, the system offers increased protection by ensuring that they are recruited through legitimate channels, minimizing the risk of exploitation or mistreatment associated with unauthorized recruitment practices. Additionally, seafarers can verify their registration details through the e-Migrate website or SMS service, providing them with greater transparency and control over their recruitment process.

3. And whereas, the Ministry of External Affairs (OE& PGE Division) vide letter No. Z-11025/11/2015-OE-III dated 16.03.2024 has informed that due to the ongoing technical upgradation from e-Migrate V1 to e-Migrate V2, the services of e-Migration would be suspended from March 18, 2024, to March 24, 2024. This suspension might contribute to the technical difficulties encountered during the e-Migration process. Copy of letter of Ministry of External Affairs (OE& PGE Division) is annexed herewith as **Annexure I**.

4. And whereas, the Directorate has received numerous representations via various channels, including phone calls, emails, and messages, highlighting issues encountered during the e-migration of seafarers due to ongoing technical upgradation of the e-Migrate Portal.

5. Therefore, after a thorough examination and discussions with the Protectorate of Emigrants in Mumbai, it has been decided to issue a **Standard Operating Procedure (SOP)** to mitigate the ongoing e-Migration issues until the system is fully restored. Standard Operating Procedure (SOP) is annexed herewith as **Annexure II**. **The SOP will be applicable to all the Protectorate of Emigrants (POEs); Foreign Regional Registration Offices (FRROs); Immigration Authorities.**

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6. Given the ongoing technical upgradation of the e-Migrate Portal, the e-Migration of the seafarers will temporarily implemented or carried out manually. Companies are requested to organize and employ seafarers with urgent joining needs until the system is reinstated/restored.

7. The Companies are required to provide a hard copy of all the following documents to the seafarers, so as to enable them to furnish the same to the Immigration Authorities/Officials for verification before e-Migration, if required.

- i. FORM I (for Foreign Flagged vessel) or Article of Agreement (for Indian Flagged vessel)
- ii. Sea Service Details of Seafarers Online Profile.
- iii. Employment Contract.
- iv. Insurance Coverage.
- v. Valid Passport; CDC; BSID.
- vi. Flight Tickets.
- vii. Any other travel documents, as applicable.

8. The Companies are required to submit an **Undertaking** along with the details as mentioned in the **Standard Operating Procedure (SOP)**. The format of the undertaking is annexed herewith as **Annexure III**. Only, the authorized signatory of the Company is permitted to sign the undertaking.

9. This issues with the approval of the Director General of Shipping, Mumbai.



(Capt. Manish Kumar)
Nautical Surveyor –cum–
Dy. Director General of Shipping (Crew Branch).

To,

- i. All FRROs.
- ii. All Stakeholders through DGS Website.
- iii. All Mercantile Marine Departments.
- iv. All Govt. Shipping Offices.
- v. All Seamen's Employment Offices.
- vi. Computer Cell for uploading of the same to the DGS Website.