

Training Circular No. 10 of 2005

No:11-TR(1)/2005

Dated: February 16, 2005

Subject : All India Exit Examination for Ratings

1 INTRODUCTION

In order to enhance the employability of ratings and to improve the quality of inputs from training institutes, the Director General of Shipping has been deliberating the issues with various stakeholders for quite sometime. Several meetings with professional bodies representing Master Mariners and Chief Engineers and also with training institutes imparting pre-sea GP training were organised in the Directorate to work out the modalities for the same. It emerged as consensus to have a common exit examination for ratings. It was also considered that the examination should be conducted by professional bodies approved by the Directorate in open, fair, transparent and independent manner, since Directorate may not be in a position to conduct such examinations. The Company of Master Mariner India (CMMI) and the Institute of Marine Engineers India (IME) were consulted who have volunteered to undertake this work in coordination with each other as a contribution to maritime fraternity on actual cost basis.

After getting feedback and request to delegate for all India exit examination to professional bodies, it has been decided to authorise the Company of Master Mariner India (CMMI), and the Institute of Marine Engineers India (IME) to conduct "All India Exit Examinations for Ratings". Arrangements have been made to start these examinations in March 2005 for October 2004 entry. Then onwards, the examination will be conducted every quarter to match with the end of the training programmes at different institutes. Initially, the examination will consist of one written paper followed by oral examination to be held at six centres. The first set of examination will be for GP ratings and later the saloon ratings will also be examined in

similar manner. At a later date the practical tests will also be conducted under the purview of the Directorate.

The examination will be conducted in co-operation between the Company of Master Mariner India (CMMI), and the Institute of Marine Engineers India (IME).

2 ORGANISATION

2.1 The IME and CMMI shall constitute a “Board of Examinations for Seafarers” (BES). The Board shall have senior office bearers of the IME and CMMI and other nominated members.

2.2. The Board will have a Core Group to formulate the process for examination and to monitor the examinations.

2.3. To start with, the Board shall operate from the Head Quarters of IME situated at Plot No. 94, Sector 19, Nerul, Navi Mumbai 400 706.

2.4 The Board Head Quarter will have

Chief Co-ordinator (CC) ‘ Full time

Paper Moderators (as needed)

Paper setters (as needed)

Administrative set up and facilities ‘ Full time

2.5. Organisation at Examination Centres will be as follows:-

Examination Coordinator

Invigilators

Oral examiners

Support staff

3 THE PROCESS

3.1 Application Process

3.1.1. The Board will send the Application Forms and related instructions to the training institutes.

- 3.1.2. The training institutes shall get the forms filled as per the instructions. The training Institutes shall ensure that the candidates have complied with the requirements of training and assessment as per the guidelines of DGS. The training institute shall certify the same on the application form.
- 3.1.3. The fee for the written and the oral examination has been set at Rs. 1000/ per candidate. The fees shall be sent by a DD in favour of the “Board of Examinations for Seafarers”, to the Board.
- 3.1.4. The training institutes shall send the application forms together with fee for all applicants to the Board.
- 3.1.5. On receipt of the application forms, each candidates will be allotted a Roll Number and issued an admit card through the training institutes. The candidates shall be required to present the admit card at the examination centre before taking the examination.

3.2 The written and oral examinations

- 3.2.1. Initially, the written and oral examinations will be held at six cities and at the examination centres listed below. The Board will send the address of the examination centres to the training institutes:

Chennai	NIPM
Kochi	Seaman’s Club or MMD
New Delhi	FOSMA institute
Kolkata	MERI or MMD
Mumbai	LBSCAMSAR / TSC
Goa	IMS or MMD

- 3.2.2. There will be only one written paper of three hours. The Question Papers will be set in such a way that the candidates use them as Answer Sheets.
- 3.2.3. Each question paper shall have two sections viz. a) General Ship Knowledge (50

marks) and b) Engineering Knowledge (50 marks). Safety will be an inherent part of both sections. As far as practical, the written paper will consist of objective type questions.

3.2.4. Each candidate will be required to appear for an oral assessment as per the schedule to be announced at the examination centre or earlier. Candidates from out of the station will be taken for oral before others.

3.2.5. The pass marks for written test will be 50% and for orals, it shall be 60%. The candidate not succeeding at written or the oral assessments will be required to appear for the whole examination at the next examination.

3.2.6. Chief Coordinator shall build a question bank and arrange preparation question papers in line with the syllabus. The moderators shall verify that the questions and the question paper meet the required criteria. There will also be a question bank for orals to facilitate the oral examination

3.2.7. Sample of question papers shall be sent to all training institutes by 20 February 2005, and they shall be intimated subsequently should there be any change in the style of question paper.

3.2.8. The conduct of entire examination, marking of papers, and preparation of results will be under strict security and vigilance to be provided by the Board.

3.3 Conduct of examination at centres

3.3.1. The Chief Co-ordinator shall select and appoint Examination Coordinator at each of the centres and approve the list of Oral Examiners and Invigilators.

3.3.2. The Chief Co-ordinator shall prepare and issue procedures to be followed at each examination centre.

3.3.3. Examination Coordinator and Invigilators shall ensure that no unauthorised material is allowed in the examination hall and that no unauthorised persons are permitted in the vicinity of examination premise.

4 Assessment of answer scripts and declaration of results

4.1 The assessment of all written papers shall be carried out at a central location in Mumbai under strict supervision of the Chief Coordinator and as per the procedures approved.

4.2 The Chief Co-ordinator shall prepare the result and present it to the Board for review.

4.3 The Board shall send the results to the training institutes, as far as possible, within ten days from the date of written assessment. A copy of the results will also be sent to the DGS.

5. Role of Directorate

At present, it has been decided to delegate powers to the Board of Examination for Seafarers (BES) representing the Company of Master Mariner India (CMMI), and the Institute of Marine Engineers India (IME). However, Directorate will review and monitor the progress and the working of the Board (BES) from time to time. BES is authorised to conduct these examinations till further notice on the issue.

This issues with the approval of the Director General of Shipping & ex. Officio Additional Secretary to Govt. of India and shall come into force with immediate effect.

Sd/-

(Naresh Salecha)

Sr. Dy. Director General of Shipping