

DIRECTOR GENERAL OF SHIPPING		
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DYCS	Instructions to Examiners	Circular 020
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The case of Training and Record Book for apprentices who undergo 6 months training in shipyard and 6 months training afloat has been examined at the Directorate. There were some difficulties faced by the candidates in procuring their O.I.C.E.W. TAR Book since they were already sailing on board vessels and in terms of Circular No. 14 point No. (4) they were required to have the OICEW TAR Book issued only after obtaining Part A exemption. In partial modification of the Sub-section of Circular No.14, the following amendments have been promulgated:-

- (1) Both the TAR Books i.e. one for the shore component and one for the afloat component will be duly endorsed in accordance with instructions contained in Circular No. 14 and issued to the workshop to conduct training. The workshops in turn shall issue these two booklets to the candidates.**

- (2) Henceforth, the OICEW TAR Book should also be duly filled in and endorsed under the same pattern of instructions as contained in Circular No. 14 and issued to the workshop alongwith the TAR Book. The onus for filling up the documents, issue of documents, endorsement from the respective MMDs shall rest with the workshops alone.**

- (3) Since all the candidates are graduate engineers, due credit must be given to the candidates sea time as soon as the candidates become eligible for a Class IV Part A exemption after completion of the training period on board. To that effect when the candidate comes down for his Class IV Part B examination, the valid date counting towards his watch keeping time shall be the date he completes his period of training on board and would have been otherwise eligible for exemption from Class IV Part A.**

- (4) The onus for providing the respective dates on which these TAR Books have been issued to the candidates, the date on which he becomes eligible for Class IV Part A exemption and the date he completes his training period lies on the management representative / training manager of the company which employs him.**

(5) The contents of the circular must be brought to the notice of all training institutions and workshops imparting training to graduate marine apprentices.