

**DIRECTOR GENERAL OF SHIPPING**

<b>Authorised by</b>	<b>EAC Branch File No: ENG/EXAM-17(9)/99</b>	<b>EACQMP Chap V1</b>
<b>DYCS</b>	<b>Instructions to Examiners</b>	<b>Circular 034</b>
	<b>Issue No. 00</b>	<b>Dated: 3 Sept 2001</b>

**While accepting the application form (EXN-3) from the candidate who wishes to appear for competency exam, no originals except EXN-45 should be retained at the office. Xerox copies of all the documents should be taken from the candidate, checked with the originals and authenticated by the surveyor. These copies can be submitted as documents wherever required.**

**In case the candidate passes his exam and is required to issue higher grade certificate then the examining surveyor should take the hard-cover and EXN-45. Then only the surveyor should issue the blue chit (EXN-15). EXN-45 and hard cover /blue chit of previous certificate should be sent with the EXN-3 form for making hard cover to D.G. Shipping.**