

DIRECTOR GENERAL OF SHIPPING		
Authorised by	EAC Branch File No:ENG/EXAM-17(8)/2004	EACQM 061
Dy. Chief Surveyor with the Govt. of India	Code of Ethics for Examiner of Engineers	Circular No. 072
	Issue No. 00	Dated:4th August, 2004

Attached please find Code of Ethics for Examiner of Engineers, content of which is self-explanatory. All Examiner of Engineers (Internal & External) approved by Chief Examiner of Engineers are required to follow the content of the Code and also forward their declaration duly filled in the format attached to the Code as Annex ♦ I to the Engineering Wing of the Directorate for records.

Sd/-

(M.P.John)
Engineer & Ship Surveyor-cum-Dy. D.G.(Tech.)

CODE OF ETHICS **FOR EXAMINER OF ENGINEERS**

PREAMBLE

Examiner of Engineers of the Directorate General of Shipping, Mumbai/ Mercantile Marine Departments, Mumbai, Kolkata and Chennai Districts must be committed to trust, values of faith, dignity and worth of each individual and professional ethics. The examiner must be dedicated to maintain high standards of professional competence and accountable to the Chief Examiner of Engineers, Directorate General of Shipping, Govt. of India. The accountability is expressed through acceptance and practice of principles and procedures of Code of Ethics in

dealing with candidates, colleagues and public.

GENERAL

PRINCIPLES

In order to uphold the standard as Examiner of Engineers, it is covenant to accept the following foundational premises:

- A. Avoid discriminating against anyone on the basis of race, gender, sexual orientation, religion, or national origin.
- B. Remain abreast of new developments in the field through educational activities and experience.
- C. Manage personal lives in a healthful fashion.
- D. Establish and maintain appropriate professional relationship boundaries.
- E. Refrain from any favouritism to individuals, organisation and groups.
- F. Represent facts truthfully; make only realistic statements.
- G. Do not engage in harassment, abusive words or actions, or exploitative coercion.

PROFESSIONAL

CODE

OF

ETHICS

It shall be the guiding purpose and the individual duty of every Examiner of Engineers to:

- **RECOGNISE** that this is a position of highest public trust, and that upon the wisdom of your decisions the lives of many people, protection of property and environment depend.
- **IMPARTIALLY** administer duties without regard to race, gender, creed, national origin, position or influence.
- **CONDUCT** all examinations in a manner reflecting their importance to society, their seriousness to the individual and the unquestioned competence of the examiner.
- **EXERCISE** only such legal authority as has been duly invested in the position of an examiner.
- **RECOGNISE** that an examiner has to work with the techniques of safety giving utmost importance to people and also accept skill in human relations as a responsibility.
- **SERVE** the public with all possible promptness and courtesy while devoting the official duties.
- **REJECT** all presents and favours from applicants or others whose interests are, or may be, submitted for personal judgment in official capacity, and to refrain from any political activity or the use of official position for any personal

advantage.

- **CONVEY** only authoritative information to the public making proper referrals of points of law and other matters, which cannot be determined with certainty.
- **WORK** only by official examining standards ♦ never substituting personal ideas for prescribed methods.
- **MAINTAIN** personal appearance, voice and demeanour, and insofar as possible office work space, in keeping with professional standards.
- **WORK** in constructive harmony with fellow workers, superiors and others.
- **KEEP** abreast of developments in the safety field in order to render a progressive service worthy of the trust imposed in the position of an Examiner of Engineers.
- **UPHOLD** the honour and dignity of the profession, exposing immediately to the proper authorities those who reflect unfavourably upon it.
- **MAINTAIN** personal conduct, in keeping with the official standards set forth in this code.
- **LOOK** to service rendered to the public and the attainment of ideal examiner performance, rather than to promotion or position, as the criterion of personal success.
- **CARRY** out all duties not specifically covered by this code keeping in mind the safety and security of the personnel, property, prevention of pollution and protection of environment.

Fidelity and Responsibility

Examiners of Engineers must be aware of their professional responsibilities to the individuals, marine fraternity and to the society. They should uphold professional standards of conduct, clarify of their professional roles and obligations, accept appropriate responsibility for their behaviour, and seek to manage conflicts of interest that could lead to exploitation or harm. Examiners consult with, refer to, or cooperate with other professionals and institutions to serve the best interests of those with whom they work. They shall be concerned about the ethical compliance and professional conduct.

Legal Restrictions

Examiner of Engineers shall observe the guidelines, if any, and laws of the country in regulating the procedure, conduct and evaluation of examinations. They shall cooperate in observance and enforcement of laws and regulations in the interest of candidates, society and authority. They shall observe the provisions of Indian Merchant Shipping Act, 1958 as amended and the rules frame under the Act, and any other Act and rules as applicable.

Integrity

Examiner of Engineers shall seek to promote accuracy, honesty, and truthfulness in the practice of conduct, evaluation and judgement of examinations. In their activities

examiners shall not indulge in cheating, engage in fraud, subterfuge or intentional misrepresentation of fact.

Justice

Examiner of Engineers shall recognise that fairness and justice entitle all persons to benefit from the system of examination and to equal quality in process, procedures and services in the examination. They shall exercise reasonable judgement and take precautions to ensure that their potential biases, the boundaries of their competence, and limitations of their expertise do not lead to or condone unjust practices.

Personal Problems and Conflicts

Examiner of Engineers shall refrain from initiating and activity when they know that there is a substantial likelihood that their personal problems will prevent them from performing their work related activities in a competent manner. When they become aware of personal problems that may interfere with their performing work-related duties adequately, they take appropriate measures, such as determine whether they should limit, suspend or terminate their work-related duties.

Avoiding Harm

Examiner of Engineers shall take reasonable steps to avoid harming the candidates and shall minimise harm when it is foreseeable and unavoidable.

Conflict of Interest

Examiner of Engineers shall refrain from taking on a professional role when professional, legal, financial, or other interests or relationships could reasonably be expected to impair their objectivity, competence, or effectiveness in performing their functions.

Confidential Information

Examiner of Engineers may disclose confidential information with the appropriate consent of the individual, organisation or authority unless prohibited by law. The discloser of confidential information with the appropriate consent as mandated by law, or where permitted by law shall be for a valid purpose such as to provide needed professional service, obtain appropriate professional consultations, protect the interest of the individual, organisation and/or authority, in which instance disclosure is limited to the minimum that is necessary to achieve the purpose.

CONCLUSION

All the Examiner of Engineers of the Directorate General of Shipping, Mumbai/ Mercantile Marine Departments, Mumbai, Kolkata and Chennai Districts shall practice the Code of Ethics for Examiner of Engineers as enumerated above. Violation of the Code shall be considered as an offence and punishable under the rules, as applicable. If an examiner is charged

with an ethics violation, an investigation may be conducted upon receipt of a written complaint signed by a complaining victim. The examiner will be given an opportunity to present his/her version of the complaint to the Chief Examiner of Engineers, Directorate General of Shipping, Govt. of India. The certification as Examiner of Engineers of the examiner concerned could be suspended for a specified period of time or revoked by the Chief Examiner of Engineers, Directorate General of Shipping, Govt. of India. In any case, the decision of the Chief Examiner of Engineers, Directorate General of Shipping, Govt. of India shall be final and abiding to the concerned.

ANNEX - 1

At the time of declaration as an examiner by the Chief Examiner of Engineers, Directorate General of Shipping, Govt. of India, each examiner shall submit a declaration agreeing to abide the content of the declaration.

Declaration

I -----
------(name and address) as an Examiner of Engineers of Directorate General of Shipping, Mumbai/ Mercantile Marine Department, Mumbai/ Kolkata/ Chennai District commit myself to conduct Examination of Engineers in accordance with the Code of Ethics and subscribe to the following statements:

- I regard as my primary obligation justice to the individual or group served.
- I will not discriminate because of race, colour, religion, age, sex, or national ancestry and in my job capacity will work to prevent and eliminate such discrimination in rendering service.
- I hold myself responsible for the quality and extent of the service I perform.
- I respect the privacy of the people I serve.
- I respect the rights, right desires and needs of candidates at all times.
- I use in responsible manner information gained in conduct of examinations.
- I treat with respect the findings, views, and actions of other examiners and use appropriate channels to express judgment on these matters.
- I perform as examiner within the recognised knowledge and competence of the profession and approved by the Chief Examiner of Engineers, Directorate General of Shipping, Govt. of India.
- I accept responsibility to help protect the system against unethical practice by any individuals or sections engaged in conduct of examinations.
- I support the principle of professional ethics to the candidates.
- I contribute my knowledge, skills and support for the correct evaluation of the candidates.
- I shall not be biased by social, cultural or educational background of candidate.

I agree to conduct my practice and all professional interactions in strict accordance with the Code of Ethics as defined. If I am charged with an ethics violation, I understand that an investigation may be conducted upon receipt of a written complaint signed by

a complaining victim. I will be given an opportunity to present my version of the complaint to the Chief Examiner of Engineers, Directorate General of Shipping, Govt. of India. I understand that my certification as examiner could be suspended for a specified period of time or revoked by the Chief Examiner of Engineers, Directorate General of Shipping, Govt. of India. In any case, I agree to hold the Government of India harmless for such actions.

Place: -----

-----Date:
(Signature)

(Name of the Examiner)

In presence of : Witness 1)------(Name and address)

2)------(Name and address)