



भारत सरकार / GOVERNMENT OF INDIA

पोत परिवहन मंत्रालय / MINISTRY OF SHIPPING,

नौवहन महानिदेशालय/ DIRECTORATE GENERAL OF SHIPPING

जहाज भवन"/ JAHAZ BHAVAN

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## DG Shipping Order No.15 of 2013

No: PB-3(20)/2013

Dated: 11<sup>th</sup> June, 2013

Subject: Training of newly inducted Surveyors of DGS / MMDs

### 1. Background

- 1.1 The Directorate General of Shipping, as the Maritime Administration of India has the overall responsibility for the implementation and enforcement of international maritime regulations for ships granted the right to fly its flag and ships visiting its waters, to ensure safe, secure and pollution-free ship operations, and satisfactory employment conditions for its seafarers.
- 1.2 It is therefore incumbent upon this Directorate to establish resources and processes capable of administering the implementation of applicable 'safety and environmental protection regimes, inter-alia, by engaging qualified and trained surveyors to meet its obligations under the relevant international treaties.
- 1.3 The statutory survey / inspection activity of merchant ships today is a complex structure embracing people from a wide range of professions and interfacing with several different external organizations. Over the years, the breadth and depth of knowledge required of the Surveyors have increased tremendously, not only due to the greater complexity and variety of ships required to be monitored today, but also due to the continuous increase of International legislations required to be administered by the maritime administrations, rather exactly.

## 2. Purpose

It is therefore essential for the Maritime Administrations to develop and maintain an adequate pool of qualified and trained personnel with broad maritime experience in the different fields as relevant to the specialised survey competencies. The purpose of this order is to introduce a Structured Training Programme (STP), in order to make the surveyors of the administration, knowledgeable with respect to the requirements of international maritime conventions and also to make them competent in surveying/auditing of ships / shipping companies to verify the extent of their technical compliance.

## 3. Applicability

This order applies to all Surveyors joining the Directorate General of Shipping and its subordinate offices, substantively, on or after 1<sup>st</sup> April, 2013.

## 4. Scope of Training

4.1 The surveyor is required to develop the skills, knowledge and experience to be able to deal in a competent manner, on all matters in which Govt. of India and the Directorate General of Shipping interface with the public and must be able to demonstrate:-

4.1.1 Up-to-date knowledge of applicable international and national rules and regulations for ships, their companies, their crew, their cargo and their operation and competence to make determinations and interpretations of above legislations, to enable him to discharge daily survey obligations.

4.1.2 Up-to-date knowledge of the procedures to be applied in survey, certification, control, investigative and oversight functions and full safety awareness in all circumstances, including issues related to one's personal safety;

4.2 Taking into account the nature and extent of the competencies and the responsibilities expected of a Flag State surveyor, following Modules have been developed to address the seven basic functional areas of the Flag State:-

- a) General Administration
- b) Registration of ships.
- c) Statutory Surveys & Certification of ships.
- d) Port State Control inspections.
- e) ISM & ISPS Audits.

- f) Seafarer's Examination for Competency certifications.
- g) Marine Casualty Investigations.

## 5. Training Manual

The 'Surveyors Training Manual' developed by the Directorate General of Shipping and circulated to various Mercantile Marine Departments, has described in detail the requirements for the qualification, selection, training, and authorization of the Flag State Surveyors responsible for the Survey, Certification and other statutory responsibilities entrusted with the maritime administration of India. These requirements have been developed in accordance with the requirements of IMO Resolutions A.739(18) and A.789(19), ISO 9001:2000, ISO/IEC 17020:2004 and applicable Government of India requirements.

## 6. Training Officers

- 6.1 The Dy. Chief Surveyor, the Dy. Nautical Adviser or the Dy. Chief Ship Surveyor, as the case may be, shall be responsible for the implementation and monitoring of this Training programme for the newly inducted surveyor in the respective Wings of the Directorate General of Shipping and its allied offices.
- 6.2 The Principal Officers (POs) of the Mercantile Marine Departments (MMDs) shall be responsible for the implementation and monitoring of the programme for the surveyors under his jurisdiction, including for the Surveyors-in-Charge (SICs).
- 6.3 The Personnel Branch (PB) of the Directorate shall be the central coordinating authority for such training programme implementation and all Officers responsible for imparting & monitoring such training, as mentioned above, are required to forward periodical progress of the fulfillment of such training programme of each surveyor on quarterly basis during the period of probation and thereafter along with his Annual Performance Report (APR), to the Personnel Branch for records.
- 6.4 All future nominations of surveyors from the Directorate for the training by various external agencies, organized both at national or international level, hereinafter, shall be integrated with this programme and centrally monitored and coordinated by the Personnel Branch (PB) of the Directorate.

## 7. Work Diary

All surveyors are required to maintain a "Work Diary", detailing date, time, nature of work, details of the ship / organization etc., which may be verified by the PO /HOO on regular basis, showing documentary evidence of such verification with date.

## 8. Authorization

8.1 A Surveyor completing the training for each Module shall be assessed for the level of competence achieved by him in accordance with the procedures described in the Training Manual for the respective Module and shall be issued with an 'Authorization' to that effect by the Training Officer (TO) mentioned in paragraph 4 of this order.

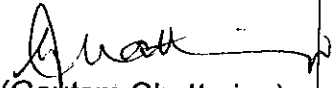
8.2 Any equivalent experience / training acquired by the officer during his previous tenure with the DGS, MMDs, Classification Societies or any other maritime entities of similar nature may be given due credits, provided the same is supported by appropriate documentary evidence.

## 9. Records:

Each Surveyor is required to maintain a Personal History File demonstrating:

- a) Formal education background.
- b) Sea / Professional experience prior to joining the DGS/MMDs.
- c) Evidence of theoretical / practical training completed.
- d) Evidence of any assessment and authorizations.
- e) Professional experience / training during employment with DGS/ MMDs.
- f) Periodical updating of knowledge.

This order comes into effect from the date of issuance.

  
(Gautam Chatterjee)

Director General of Shipping &  
ex-officio Additional Secretary to the Govt. of India

- To,
1. The Principal Officer, Mercantile Marine Department, Mumbai/Kolkata/ Chennai/ Kandla/Cochin.
  2. The Surveyor-in-charge, Mercantile Marine Department, Goa/Jamnagar/Port Blair /Visakhapatnam /Tuticorin /Delhi /Haldia/ Paradip /Mangalore.
  3. CS/NA/CSS/Jt.DG
  4. Hindi Cell/Guard file / Computer Cell.