



DIRECTORATE GENERAL OF MARITIME ADMINISTRATION

TRAINING MANUAL

INTERNATIONAL COOPERATION BRANCH

MODULE - I



**Global
Engagement**



Partnership



**Maritime
Excellence**

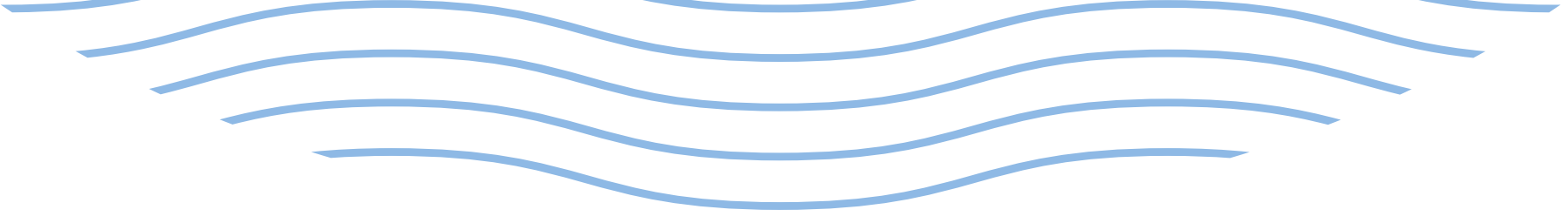


**Sustainable
Future**

Version 1

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Purpose of the Manual

The Training Manual has been developed as a comprehensive reference guide to provide officers and officials with a structured understanding of the roles, functions, processes, and institutional framework governing the International Cooperation Branch of the Directorate General of Maritime Administration (DGMA). The manual aims to facilitate the induction of new officers while serving as a practical day-to-day reference for existing personnel engaged in international maritime cooperation. It is designed to provide both institutional knowledge and practical guidance for undertaking the various responsibilities of the Branch.

The Manual is broadly divided into two parts. Module I provides an overview of the Directorate General of Maritime Administration, the International Cooperation Branch and its functioning, and the key international maritime institutions and frameworks with which the Branch engages. It covers the International Maritime Organization (IMO), the International Labour Organization (ILO), relevant international conventions and instruments, India's maritime policy framework, and other aspects of bilateral and multilateral maritime cooperation. This part is intended to establish a clear understanding of the institutional, regulatory and international framework within which the Branch operates.

Module II focuses on Maritime Trade and related areas of international economic engagement. It provides officers with an understanding of India's maritime trade landscape, relevant trade arrangements, shipping and logistics-related issues, trade data and analysis, and other matters that support the Branch's work in relation to international maritime trade and economic cooperation. This training manual is designed to help understand the approach to FTA negotiations, develop an understanding of green shipping initiatives and the evolving maritime regulatory framework and provide a structured approach to analysing the Indian shipbuilding sector. The manual also introduces Maritime Cooperation Agreements with partner countries and India's broader maritime policy framework.

Overall, the manual is intended to serve as a practical reference for to understand key concepts, identify relevant information and undertake preliminary analysis in these areas.

By bringing together relevant institutional, legislative, international, trade and operational information in a single document, the Manual seeks to promote consistency in official work, enhance institutional knowledge, strengthen inter-divisional coordination, and improve the quality of research, analysis, drafting, and policy support provided by the Branch.

01

Directorate General of Maritime Administration (DGMA)

The Directorate General of Maritime Administration formerly known as Directorate General of Shipping is an attached office under the Ministry of Ports, Shipping and Waterways, Government of India. It deals with all executive matters related to merchant shipping. Prior to independence, Indian shipping remained a neglected subject. It was only after independence that the development of the shipping industry attracted focused state policy. Initially, the subject of shipping was handled by the Ministry of Commerce until 1949. In 1951, it was transferred to the Ministry of Transport and Shipping.

In 1947, the Government of India announced the National Policy on Shipping, aiming at the comprehensive development of the industry. To accelerate these developmental efforts, the need for a centralized administrative organization was recognized. Accordingly, the Directorate General of Shipping was established in September 1949.

This Directorate deals with all matters concerning Maritime Administration, Maritime Education and Training, development of the Shipping Industry and other related subjects.



Mission of the DGMA

Achieve safe, efficient, and secure Shipping.

Protect the marine environment.

Developing and implementing a holistic and integrated maritime development program that has a positive impact on the national economy.

investment in the expansion of a modern merchant fleet under the Indian flag and develop globally competitive shipbuilding and repair facilities.

Develop and sustain a high-quality human resource management catering to the needs of global, including national, maritime industry for competent seafarers.

Ensure good governance by adhering to the highest standards of integrity, quality, and efficiency in delivery of shipping services through constant innovation, technology upgradation, and value addition.

All-round growth of Maritime Education and Training.

Develop measures to ensure compliance with relevant international instruments relating to the safety and security of ships, protection of environment, and welfare of seafarers.

1.1 Core Responsibilities

01		Protect and advance India's maritime interests
02		Ensure the welfare and safety of over 500,000 seafarers
03		Safeguard the marine environment and prevent pollution
04		Regulate the registration, survey, and operation of all seafaring vessels, including their architecture and certifications
05		Promote international cooperation in maritime affairs
06		Represent India in global forums of the International Maritime Organization (IMO), London and International Labour Organization (ILO)
07		Facilitate multimodal logistics and ensure the safe and economical transit and transshipment of cargo at major and non-major ports
08		Ensure port navigational safety, port and vessel security, in coordination with port authorities and security agencies
09		Maintain navigational standards and promote maritime domain awareness for commercial vessels

02

International Cooperation Branch

The International Cooperation Branch (Int'l Coop) serves as the outward-facing arm of the Directorate General of Maritime Administration (DGMA), India's apex maritime authority. Its primary role is to advance India's maritime interests globally by coordinating various international initiatives and acting as a central point for foreign engagements related to maritime affairs. It coordinates bilateral, regional and multilateral initiatives, align domestic policy with IMO instruments, and serve as the single window for foreign engagements, missions aligning with maritime interests.

It functions as the nodal point for India's global maritime diplomacy. It coordinates India's participation in International Maritime Organization (IMO) and the International Labour Organization (ILO) and related UN bodies, oversees stakeholder consultations, and ensures alignment of global maritime law with national interest.

International Cooperation in Action: Engaging with Global Maritime Delegates
The Branch supports working groups on legal reforms, blue economy strategy, and institutional capacity development. It facilitates participation in training, technical assistance, and rulemaking exercises and ensures institutional continuity in strategic engagements. The ICB also supports research-backed policy input in collaboration with premier law and trade institutions like Indian Institute of Foreign Trade(IIFT) and Maharashtra National Law University(MNLU).

2.1 Teams Under International Cooperation Branch





2.2 Key Areas of International Cooperation

Collaboration with International Maritime Organization (IMO)

DGMA works with the IMO to ensure compliance with international conventions and regulations related to maritime safety, security, and environmental protection.

The DGMA ensures that India's maritime stakeholders adhere to internationally agreed-upon standards.

India has ratified 18 of the 36 instruments developed by the IMO, with seven more under consideration for ratification.

Engagement in Multilateral Organizations and Agreements

India actively participates in other multilateral organizations and agreements, including ASEAN, BRICS BIMSTEC, IORA, and INSTC

Promoting Maritime Education and Training

The DGMA regulates the training ecosystem of maritime training institutions and develops the Maritime Training framework ensuring that seafarers receive adequate training and meet international standards.

Marine Environment Protection

The DGMA safeguards the marine environment and prevents marine pollution.

Cooperation with the International Labour Organization (ILO)

India is a party to two important ILO conventions: The Maritime Labour Convention and the Seafarer's Identity Document Convention, which focus on the welfare of seafarers.

The DGMA implements the requirements of these conventions through the Merchant Shipping Act 1958.

Focus on Seafarer Welfare

The DGMA prioritizes the welfare and safety of seafarers, addressing their mental and physical health challenges.

In January 2025, the DGMA partnered with the International Transport Worker's Federation (ITF) to launch a comprehensive initiative focusing on seafarer wellbeing.

Enforcing International Safety Conventions

The DGMA enforces international safety conventions like SOLAS (Safety of Life at Sea) and certified merchant navy officers to maintain operational standards.

Regulation of Shipping Activities

The DGMA regulates the registration, survey, and operational aspects of all seafaring vessels



2.3 Scope of Work

Indian Institute of Foreign Trade

IIFT is engaged to provide institutional collaborative support to DGMA in matters relating to international maritime trade and commerce, including expertise on Free Trade Agreements (FTAs) and WTO matters, analysis of international shipping regulations and their impact on maritime trade, strategic inputs on global trade policies affecting the maritime sector, commercial and statistical analysis of maritime trade flows and market trends, development and maintenance of trade databases, predictive modelling and forecasting of trade trends, economic analysis of maritime trade policies and international trade agreements, impact and scenario assessments, and cost-benefit analysis of shipping regulations and incentives.

IIFT is also responsible for developing and regularly updating country profiles and subject-wise knowledge repositories covering bilateral and multilateral agreements, trade statistics, port facilities, shipping regulations and key stakeholders; providing support in relation to IMO and Indian Ocean MoU matters, including assistance to DGMA in formulating India's position on Market-Based Measures (MBMs) for reducing GHG emissions from international shipping through policy analysis, economic modelling, data-driven insights and strategic recommendations; providing inputs and advice on Public International Law and International Maritime Law in bilateral and multilateral matters; conducting workshops and capacity-building programmes on maritime developments, trade negotiations and global regulations; organizing/supporting symposiums, round-table discussions and policy forums; preparing newsletters and briefing papers on international maritime trade developments and regulatory changes; deploying qualified resources; providing regular analytical reports and insights; maintaining updated country and subject repositories; and monitoring the work assignments of deployed resources.

Primus Partners

Primus is responsible for providing strategic and implementation support to the International Cooperation Branch by undertaking a comprehensive baseline assessment of existing progress against the Detailed and Supplementary Notes, NAVIC Cell reports, DGMA International Cooperation initiatives, and other relevant documents. The scope includes developing short-, medium-, and long-term strategic frameworks and roadmaps aligned with Maritime India Vision (MIV) 2030, Maritime Amrit Kaal Vision (MAKV) 2047, and the priorities of the Government of India and the Ministry of Ports, Shipping and Waterways (MoPSW).



Primus will further support the development of implementation plans, concept notes, draft documents, templates, and other execution frameworks; undertake business cases and feasibility assessments for initiatives such as JPOs, SPOs, and the India Pavilion; and formulate change-management measures to facilitate the effective adoption of reforms and new initiatives. The assignment also includes maintaining and updating the Maritime Events Calendar in accordance with the strategic objectives of the Directorate General of Shipping for the ensuing three years, supporting the proposed Section 8 entity on matters relating to IMO and International Cooperation, and providing assistance for meetings and executive engagements through presentations, briefing notes, meeting records, Action Taken Reports (ATRs), and related documentation. In addition, Primus will provide strategic, planning, coordination, documentation, and implementation support for India Pavilion initiatives at international maritime events, thereby contributing to the effective advancement and institutionalization of the International Cooperation Branch's strategic objectives.

Deloitte Touche Tohmatsu India LLP.

Deloitte, as the System Integrator for the Development of the IMO Strategic Engagement Platform, is responsible for the end-to-end design, development, implementation, cloud hosting, testing, deployment, training, warranty and Operations & Maintenance of the platform, including requirement gathering and finalization through stakeholder consultations, study of existing processes and workflows, documentation of user roles and approval hierarchies, preparation of functional and system requirements, system architecture and design, development of modules covering user management and role-based access, Committee/Sub-Committee and meeting management, agenda and Correspondence Group management, task management, document repository and paper preparation, feedback/review/consolidation, real-time collaboration, reporting and analytics, and other international engagements; integration and data migration; cloud infrastructure and security; testing, quality assurance, UAT and VAPT; deployment, Go-Live and stabilization; role-based training and capacity building; preparation of user/admin manuals, SOPs, FAQs and training materials; pilot implementation and phased/full rollout; warranty support and 24-month O&M; and overall project management, resource deployment, documentation, reporting, stakeholder coordination, compliance, security and SLA-based service delivery. The platform is intended to support the complete lifecycle of India's international maritime engagement, including agenda distribution, task allocation, drafting, consultation, feedback, review, approval, submission, meeting preparation, action-item tracking, archival and preservation of institutional knowledge.

2.4 Agenda Items Under International Cooperation Branch

01 CP Srivastava Chair at World Maritime University

Role

The C. P. Srivastava Chair at WMU, Malmö, Sweden is envisaged as a dedicated academic position to strengthen India's contribution to global maritime education, research and policy development. The Chair will serve as a platform for advancing Indian expertise and perspectives in shipping, ports, maritime policy and related areas at an internationally recognised maritime institution

Key Responsibilities

- Deliver postgraduate-level teaching and academic programmes in areas related to shipping, ports, maritime management and policy.
- Develop and undertake research on contemporary maritime issues of global and national relevance.
- Promote research aligned with India's maritime priorities, including Maritime India Vision 2030 and Maritime Amrit Kaal Vision 2047.
- Develop academic publications, research papers, case studies and policy-oriented research outputs.
- Facilitate collaboration between WMU and Indian maritime institutions, including IMU, DGMA and other relevant organisations.
- Support development of joint research, academic exchange and capacity-building programmes.
- Facilitate knowledge sharing between WMU and India's maritime sector.
- Represent Indian maritime academic and policy perspectives in relevant international academic and maritime forums.
- Encourage greater international visibility of India's maritime expertise and institutional capabilities.
- Upon completion of tenure, contribute the knowledge, research and international experience gained at WMU to India's maritime education, policy and institutional development.

02 Senior Professional Officer (SPO) Deployment at MO

Role

The Senior Professional Officer (SPO) is a full-time technical position within the IMO Secretariat. The officer works within the relevant IMO Division and provides specialised technical and professional support to the Organization's Committees, Sub-Committees, Working Groups and technical programmes.

The SPO is not a representative of the Government of India; rather, the officer serves within the IMO Secretariat as an international civil servant. The strategic benefit for India is the acquisition of specialised knowledge of IMO regulatory processes, which can subsequently strengthen India's technical capacity upon the officer's return.

Key Responsibilities

- Provide specialised technical advice within the assigned maritime domain.
- Support the work of the relevant IMO Committees and Sub-Committees.
- Participate in and provide Secretariat support to Working Groups, Drafting Groups and Expert Groups.
- Prepare, review and edit technical documents, meeting papers, reports and regulatory material.
- Support the development and review of IMO instruments, guidelines, codes and regulatory frameworks.
- Review information and submissions provided by Member States relating to implementation of IMO instruments.
- Support audit follow-up and corrective action processes, including review of Member State submissions.
- Contribute to the work of the IMO Member State Audit Scheme and related implementation mechanisms.
- Support and contribute to GISIS and other IMO information systems, as applicable to the assigned division.
- Support IMO's technical cooperation programmes and long-term technical projects.
- Monitor developments in the assigned technical domain and contribute to IMO's institutional knowledge.
- Facilitate coordination between different technical bodies within the IMO Secretariat.

Develop expertise in international maritime regulatory development, implementation and compliance mechanisms.

Strategic Benefit to India

On completion of the SPO tenure, the officer is expected to return to India with:

- First-hand knowledge of IMO regulatory and technical processes.
- Expertise in international maritime standards and their implementation.
- Understanding of IMO Committee and Secretariat procedures.
- Exposure to international best practices and emerging maritime regulations.
- Enhanced capacity to support India's technical submissions and positions.
- Institutional knowledge that can be transferred to **DGMA and other Indian maritime stakeholders.**

03 Permanent Technical Domain Representative at the High Commission of India, London

Role

The Permanent Technical Domain Representative at the High Commission of India (HCI), London serves as India's dedicated technical and institutional liaison for maritime matters in the United Kingdom and, particularly, in relation to India's engagement with the IMO.

Unlike the SPO, the Permanent Technical Domain Representative functions in an official Government of India capacity and supports India's representation, coordination and policy engagement with the IMO and relevant international maritime stakeholders.

Key Responsibilities

- Represent and promote India's maritime interests in relevant international engagements.
- Support the Indian delegation during IMO Council, Committee, Sub-Committee and other meetings.
- Coordinate with MoPSW, DGMA, MEA and the High Commission of India on IMO-related matters.
- Prepare briefs, background notes, talking points and technical inputs for Indian delegations.
- Monitor IMO agendas, meeting schedules and developments relevant to India's maritime interests.

- Coordinate India's participation in IMO meetings, consultations and bilateral engagements.
- Facilitate communication between Indian authorities and the IMO Secretariat.
- Support follow-up on decisions, resolutions, submissions and commitments arising from IMO meetings.
- Facilitate bilateral engagements with other Member States and maritime organisations based in London.
- Support India's engagement on international maritime policy, regulatory and technical issues.
- Provide regular updates to MoPSW and DGMA on developments within the IMO.
- Facilitate coordination for visits and meetings of senior Indian maritime officials in London.
- Support diplomatic and institutional engagement with international maritime organisations

Strategic Benefit

The Permanent Technical Domain Representative provides continuous on-ground representation in London, thereby reducing the need for Indian officers to travel from India for routine meetings, consultations and coordination activities. It also ensures continuity in India's diplomatic and policy engagement with IMO and other maritime stakeholders.

04 IMLI/WMU Short – Term Courses

Role

The IMLI/WMU Short-Term Course Programme is designed to strengthen the specialised knowledge and professional capabilities of Indian maritime officers through structured international training at leading maritime institutions.

The programme will create a pool of trained Indian professionals with advanced exposure to international maritime law, regulation, maritime governance, shipping, ports and emerging global maritime issues.

Key Responsibilities

A. DGMA / MoPSW

- Identify priority areas for international maritime training.
- Invite nominations from eligible maritime organisations.
- Coordinate the selection and sponsorship of candidates.
- Ensure nominations are aligned with organisational requirements and national maritime priorities.
- Coordinate with IMLI and WMU on course schedules, nominations and administrative requirements.
- Maintain records of officers sponsored under the programme.
- Monitor participation and completion of courses.
- Establish a mechanism for post-training knowledge dissemination.

B. Selected Officers

- Attend and actively participate in the assigned short-term programme.
- Complete academic assignments, assessments and course requirements.
- Gain specialised knowledge relevant to their respective professional responsibilities.
- Develop an understanding of international maritime practices and regulatory frameworks.
- Prepare a post-course report highlighting key learnings and their relevance to India.
- Conduct internal knowledge-sharing sessions for colleagues and relevant stakeholders.
- Apply the acquired knowledge in their respective organisations.
- Contribute to policy, regulatory and institutional improvements based on international best practices.

C. IMLI / WMU

- Deliver specialised academic and professional training programmes.
- Provide access to international faculty and subject-matter experts.
- Facilitate exposure to international maritime laws, regulations and best practices.
- Provide course materials, academic resources and relevant case studies.
- Facilitate interaction with participants from other maritime administrations.
- Issue course completion certificates to successful participants.
- Explore opportunities for continued academic and institutional collaboration with Indian maritime organisations.

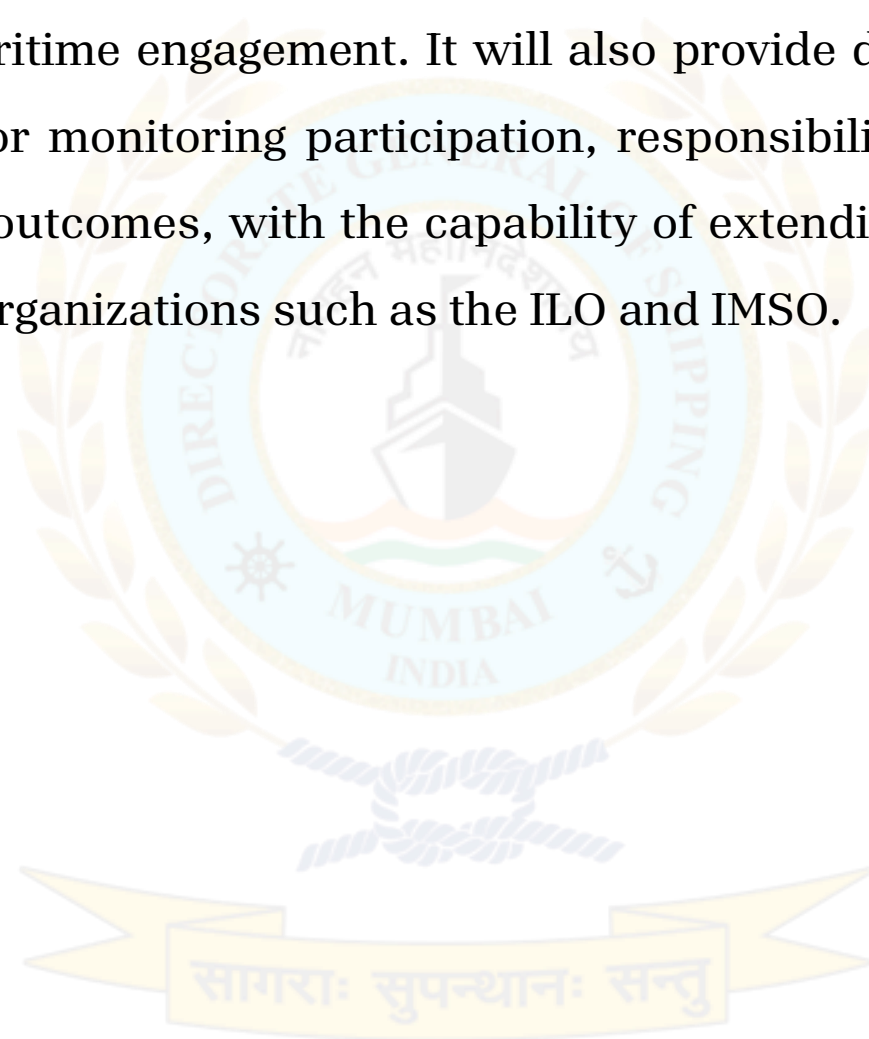
05 India Pavilion Strategy

The India Pavilion serves as a dedicated platform for showcasing India's maritime capabilities, achievements, policies, initiatives, and investment opportunities at major international maritime events. It provides a coordinated national platform for presenting India's maritime narrative, strengthening India's visibility and positioning within the global maritime community, and facilitating engagement with international organizations, governments, industry stakeholders, investors, technology providers, and other key partners. The Pavilion brings together relevant Ministries, Departments, Public Sector Undertakings (PSUs), maritime organizations, industry representatives, and other stakeholders to present flagship initiatives, projects, success stories, and opportunities across the maritime sector. It also facilitates bilateral and multilateral engagements, including meetings with priority countries and stakeholders, while supporting discussions on maritime cooperation, investment, technology, shipbuilding, ports, decarbonization, and other areas of strategic importance. Through thematic displays, presentations, panel discussions, business engagements, digital content, and networking opportunities, the India Pavilion provides a comprehensive platform to communicate India's maritime priorities and foster international partnerships. The Pavilion also supports senior-level participation through briefing notes, talking points, presentations, and engagement materials, while systematic tracking of meetings, MoUs, partnerships, investment leads, and other outcomes enables assessment of India's participation and informs follow-up actions after the event.

05 IMO Shadow Portal

The IMO Shadow Portal, also referred to as the IMO Strategic Engagement Platform, is envisaged as a secure, centralised and collaborative digital platform to strengthen and streamline India's internal coordination and engagement with the International Maritime Organization (IMO) and other international maritime bodies. The Portal is intended to provide a unified institutional framework for managing information and activities relating to IMO Committees, Sub-Committees, Working Groups, Correspondence Groups and meetings.

It will facilitate the structured management of agendas, meeting documents, position papers, submissions, interventions, responsibilities, stakeholder inputs, approvals and follow-up actions, while providing a centralized and searchable repository of historical IMO records and engagements. The Portal is further intended to enable secure collaboration among DGMA, MoPSW, MMDs, Government Ministries and Departments, technical and research institutions, industry stakeholders and other authorized participants through appropriate access controls and workflows. By bringing these functions within a common digital environment, the Portal seeks to improve coordination, transparency, accountability and timely decision-making, reduce dependence on fragmented and manual processes, and preserve institutional memory and continuity in India's international maritime engagement. It will also provide dashboards, reporting and analytical capabilities for monitoring participation, responsibilities, timelines, document status and engagement outcomes, with the capability of extending its application to other international maritime organizations such as the ILO and IMSO.



2.5 Workflow Overview

The branch follows a structured workflow to ensure timely, accurate and well-coordinated international engagements.





DGMA proposing Ocean-I

- ✓ Aligned with Maritime India Vision 2030 and Amrit Kaal Vision 2047
- ✓ Dedicated professional structure for expanded DGMA mandate
- ✓ Focused stakeholder participation platform
- ✓ Self-sustaining entity with no budgetary support requirement

Purpose of Creating the Company

To provide a transparent, professionally governed and accountable institutional platform for structured programmes, partnerships and implementation support in the maritime ecosystem.



Training Delivery

structured quality improvement, faculty capability and examination support



Maritime Technology

faster adoption of digital platforms, innovation, data-driven pilots and governance



International Cooperation

stronger participation in global forums, research collaboration and maritime outreach

3.1 Rationale for Ocean-I



Consultative Platform

Convening the full maritime ecosystem on a continuing basis



Knowledge Repository

Developing cross-sectoral solutions with industry and academia



Implementation Enabler

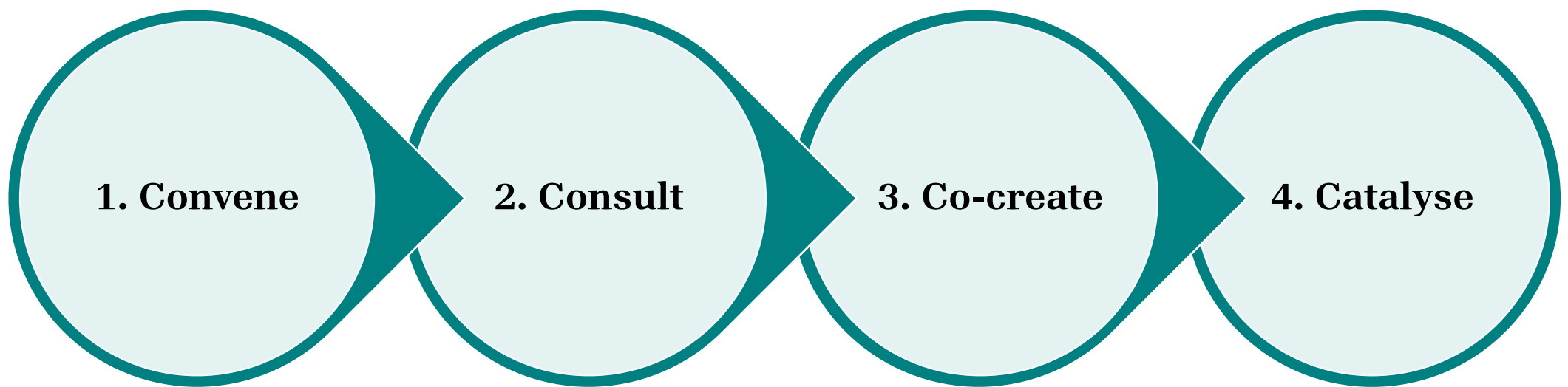
Translating stakeholder ideas into implementable initiatives



Force Multiplier

Sustaining promotional, consultative and international outreach activities

Ocean-I will complement DGMA's statutory role by creating an institutional platform for sustained stakeholder participation, innovation and collective action.



- Annual maritime consultative platforms
- Sector-specific conclaves and roundtables
- Quarterly industry consultations
- Government-industry-academia dialogue

- Trade facilitation
- Ease of doing business
- Trust-based compliance frameworks
- Citizen charter review
- Stakeholder feedback on regulatory processes

- Process reforms
- Legislative reform inputs
- Training and capacity-building initiatives
- Technology and sustainability solutions
- Research and knowledge products

- Pilot projects and proof-of-concept initiatives
- International partnerships
- Industry-led programmes
- Scaling of successful interventions
- Translation of ideas into implementable projects

The entity will provide continuity and institutional capacity to take stakeholder-led initiatives from consultation to implementation.

3.2 Governance Structure



Director General of
Maritime
Administration
(Chairman)

Board of Directors



Representative,
IRS



Representative,
FOSMA



Representative,
MASSA



Representative,
INSA



Representative,
CMMI



Representative,
IMEI



Representative,
INA

IRS, FOSMA, MASSA, INSA, CMMI, IMEI & INA have given written consent to be a part of the board of directors

3.3 Ocean – i Engagements

Maritime Training

1. Training Ecosystem
2. Physical Simulators
3. Annual Maritime Conclave
4. Maritime Games
5. INDoS Support Unit
6. Administration of Tonnage Tax (at later stage)
7. Examination Support, including MTI Exit Exams, Ratings Exams and CoC (written & oral exams)
8. Social Media and website support
9. Third Party Audits
10. Sagar Mey Samman
11. Sagar Mey Yog
12. Seafarer's rights
13. Syllabus improvements
14. Shipping in transition (Experiential)
15. Zero Tolerance Campaigns to complaints in Maritime Training
16. Support, Scholarships, incentivization of Merchant Navy as a Career.

Maritime Technology

- | | |
|-------------------------------------|---|
| 1. Sandbox Environment | <p>Proof of concept projects</p> <p>Innovation & Seed capital to start-ups</p> <p>Roll Out Support</p> |
| 2. Technical Cooperation | <p>IMO Initiatives such as Green Voyage</p> <p>International Bodies such as Intertanko, OCIMF</p> <p>Institutions such as RMI, Maersk Centre.</p> |
| 3. Decarbonization & Sustainability | <p>Green Shipping, Alternate Fuels</p> <p>Waste Management</p> <p>Green Ship Building, Ship Recycling</p> <p>Green Port Index, Shore to Ship</p> |
| 4. Digitization | <p>Cyber security & data Security and compliance</p> <p>Instrumentation/ Electronic/ Console</p> <p>Central Command centre</p> <p>Central Command centre</p> <p>Maritime Single Window</p> <p>Automation, AI, IOT</p> |
| 5. OSH Initiatives | <p>IMCC</p> <p>Offshore Safety</p> <p>HSSEC Connect</p> |

International Cooperation

1. Experiential learning from international forums related to maritime cooperation within India.
2. Support for research papers/interventions at ILO, IMO etc
3. Support for the India Pavillion in the annual calendar of International Maritime Exhibitions
4. Support activities under parent MoUs with with accredited organisations like INTERTANKO, OCIME, Nautical Institute, ISWAN, ICS, BIMCO, Sailors Society etc
5. Funding research scholarships, proposals etc thereof
6. Support for WMU, IMLI, IMO ILO engagements
7. Global Outreach on various initiatives
8. Support for Conferences/ seminars etc in the area of engagement



04

International Maritime Organization

The International Maritime Organization (IMO) is a specialized agency of the United Nations responsible for regulating shipping. It develops and maintains a comprehensive framework of international conventions and codes to improve the safety, security, efficiency and environmental performance of international shipping.



Established
17 March 1948



176
Member States
(As of 2025)

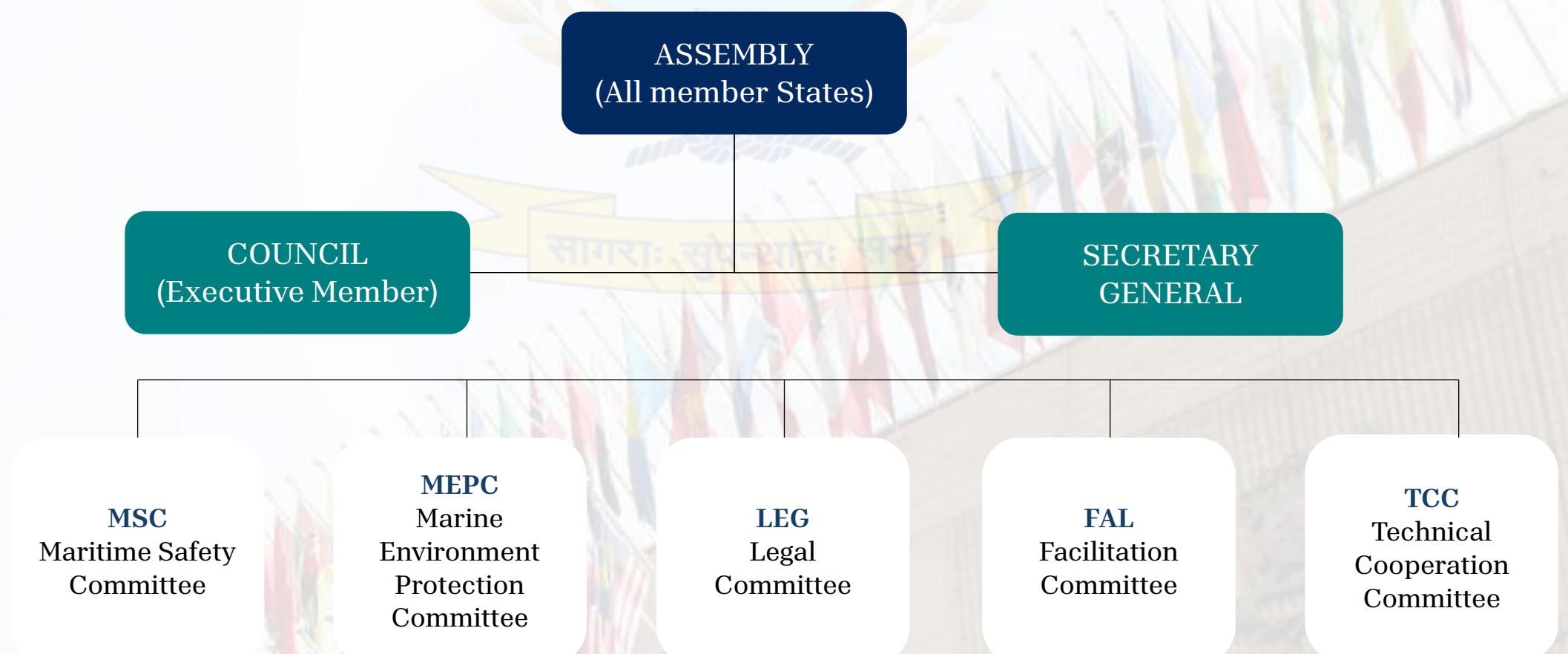


Headquarters
London,
United Kingdom



Mission
Safe, secure and
environmentally
sound shipping

4.1 Structure and Governance



The Assembly is the highest governing body, meeting biennially. The council, consisting of 40 Member States, oversees the work of the Organization between Assembly sessions.

4.2 IMO Sub-Committee

The Maritime Safety Committee and Maritime Environment Protection Committee are assisted in their work by a number of sub-committees which are also open to all Member States:

1. Sub-Committee on Pollution Prevention and Response (PPR) } MEPC
2. Sub-Committee on Carriage of Cargoes and Containers (CCC) } MEPC/MSC
3. Sub-Committee on Implementation of IMO Instruments (III) }
4. Sub-Committee on Human Element, Training and Watchkeeping (HTW) }
5. Sub-Committee on Navigation, Communications and Search and Rescue (NCSR) } MSC
6. Sub-Committee on Ship Design and Construction (SDC) }
7. Sub-Committee on Ship Systems and Equipment (SSE) }

4.3 IMO Working Groups

Intersessional Working Group on the Comprehensive Review of the STCW Convention and Code

London Convention Scientific Group

Editorial and Technical (E&T) Group

Expert Group on Data Harmonization

Joint Working Group on Harmonization of Aeronautical and Maritime Search and Rescue

Intersessional Working Group on Reduction of GHG Emissions from Ships

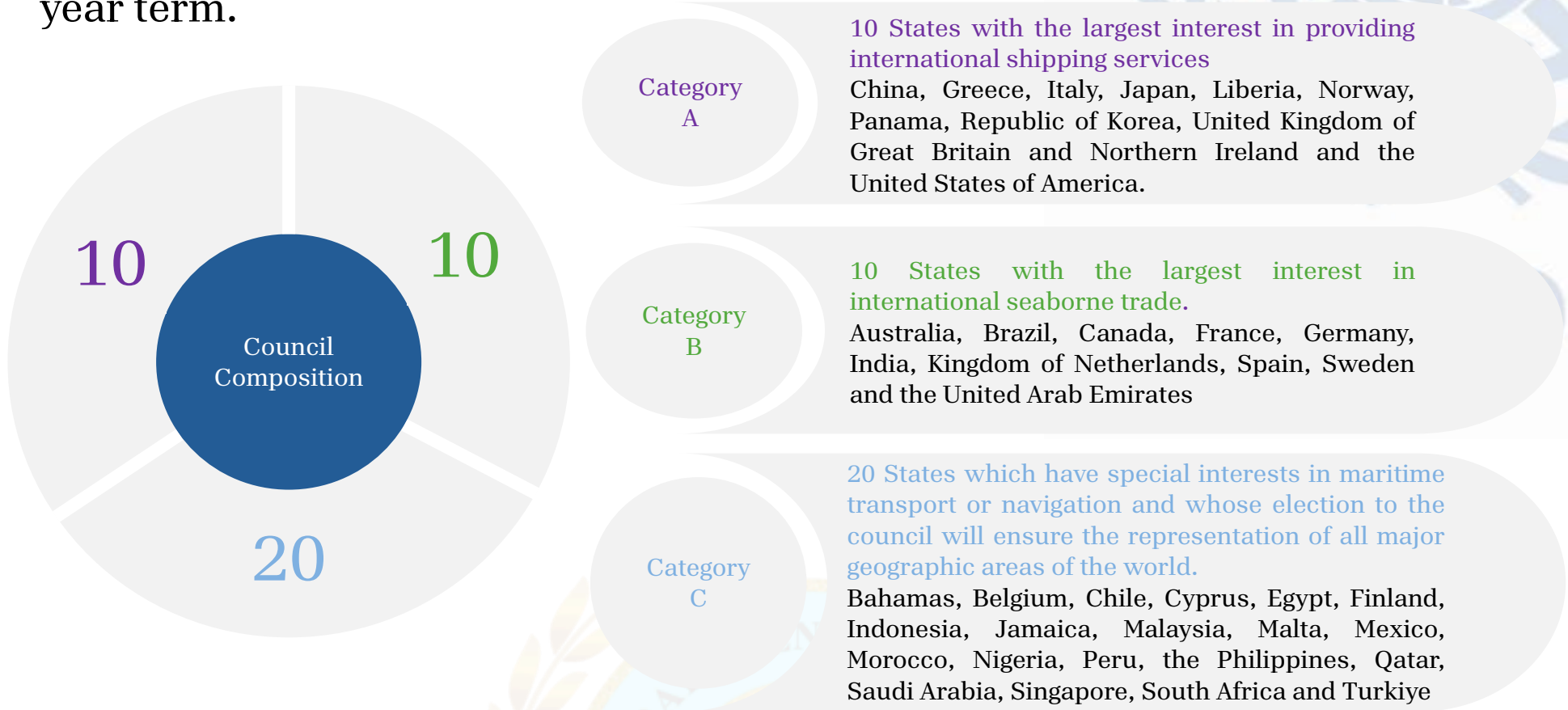
Intersessional Working Group on Relations with Non-Governmental Organizations

Intersessional Working Group on Development of Technical Provisions for Safety of Ships using Alternative Fuels

PPR Technical Group on the Evaluation of Safety and Pollution Hazards of Chemicals

4.4 IMO Council members

The Council consists of 40 Members States elected by the Assembly for a two-year term.



India secured the highest number of votes in the category, receiving 154 out of 169 valid votes cast during the elections held on 28 November 2025 at the 34th Session of the IMO Assembly.

4.5 IMO Divisions

Administrative Division (AD)

Responsible for providing essential internal support functions, including human resources, information technology services, and the organization's publishing activities

Maritime Safety Division (MSD)

Handles operational safety, the human element (training, certification), technology, cargo security, and ship security

Technical Cooperation and Implementation Division (TCID)

Manages IMO's global technical assistance, focusing on capacity building, resource mobilization, partnership development, and supporting Member States' implementation of IMO instruments

Legal Affairs and External Relations Division (LED)

handles the organization's legal matters, external communications, and diplomatic protocol

Marine Environment Division (MED)

Developing and implementing regulations to prevent and control pollution from ships and protecting the marine environment

Conference Division (CD)

Responsible for the effective and smooth running of all IMO meetings by providing essential logistical, interpretation, and documentation services.

4.6 IMO Paper Working Pattern

1

Step 1: Proposal

Based on the recent incidents, information and research, any member state can propose the need for a new output/amendment to the Committees.

2

Step 2: Committee Acceptance

If satisfied with the merits of the proposal, the committee accept the proposal

3

Step 3: Work Initiation

The committee may delegate it to the appropriate subcommittee which will then initiate work on this proposal in detail and will draw a draft.

4

Step 4: Working/Drafting Groups at Sub-committee

The Working Group holds discussions during the sub-committee meetings to discuss agenda points and drafts

5

Step 5: Inter-Sessional Working Groups

There may be inter-sessional Working Group which meet between the sessions to work on the drafts

6

Step 6: Inter-sessional Correspondence Groups

The working groups are supported by inter-sessional correspondence groups, where members join voluntarily. A specified TOR is given to correspondence groups with required output mandate.

7

Step 7: Paper Preparation

The Correspondence Groups prepare the documents by using **IMO Space platform** or emails to collaborate between the Working Group sessions.

8

Step 8: Submission & Deliberation

The Correspondence Groups draft is sent to the Working Group which sends it to the Sub-committee post due deliberations.

9

Step 9: Approval

This draft convention is then deliberated and further sent to the committee for approval. If required the same may be sent to the Council and Assembly.

4.7 DGMA Framework for Submission of paper at IMO

1

Stage 1 Selection of IMO Agenda for paper

Based on the previous committee or sub-committee meeting at IMO or recent developments, incidents, information and research, any agenda can be proposed by the nodal branches or stakeholder.

2

Stage 2: Preliminary Examination and Task Allocation

The concerned branch examines the agenda item and determine the nature and extent of inputs required and task is allocated to Technical experts and other resources at its disposal

3

Stage 3: Technical, Legal and Policy Examination

Assigned members and resources shall examine the agenda item and undertake research and analysis .

4

Stage 4: Shadow Committee Deliberation

Shadow committee shall deliberate on the agenda item through examination of IMO agenda documents, presentation of technical and policy inputs, member wise comments, alternative approach, formulation of proposed Indian position.

5

Stage 5: Drafting of India's Position

Based on the deliberations and consolidated inputs the designated drafting authority shall prepare the draft: Indian Position, IMO submission, Intervention, Proposal, Comments, Information paper and Working papers, in the format given by IMO

6

Stage 6: Internal Review

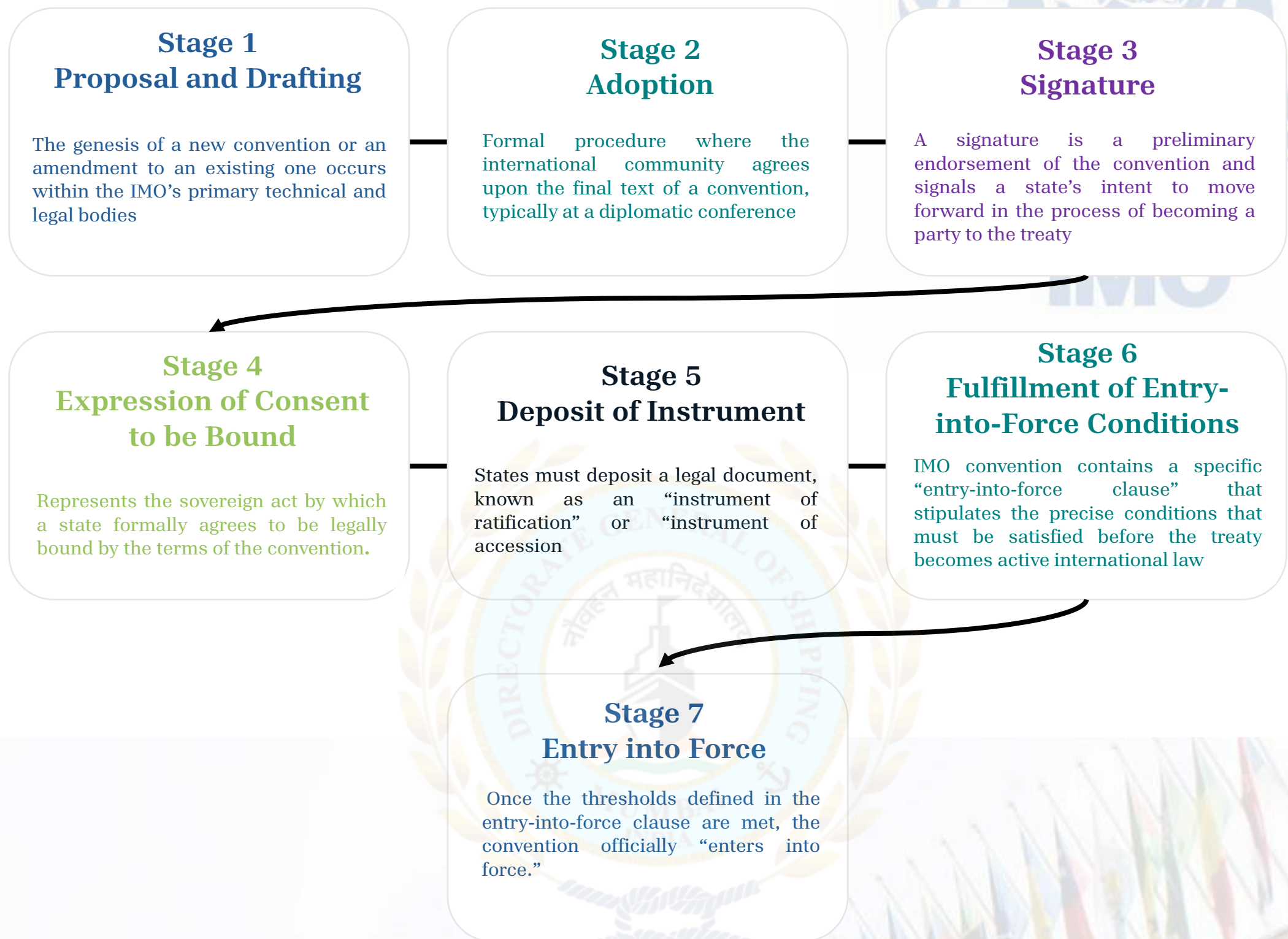
The draft shall be reviewed by concerned nodal branch, delegation officer, Shadow Committee.

7

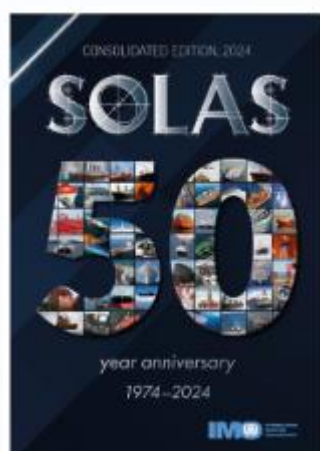
Stage 7: Approval and Submission / Representation

The final draft is submitted to MoPSW for final approval and final paper is uploaded on IMO through IMO Docs, submitted to IMO Secretariat , Represented in the concerned meeting

4.8 IMO Ratification Process



4.9 Four Pillars of the IMO



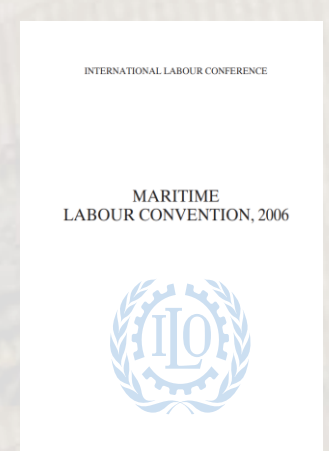
International Convention for the Safety of Life at Sea, 1974



International Convention for the Prevention of Pollution from Ships (MARPOL) 73/78



International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978



Maritime Labour Convention, 2006, as amended, (MLC, 2006)

4.10 List of IMO Conventions Ratified by India

1. Convention on the International Maritime Organization, 1948
2. Amendments to the IMO Convention 2021
3. International Convention for the Safety of Life at Sea (SOLAS), 1974
4. Tanker Safety Protocol (1978 SOLAS Protocol)
5. Harmonized System of Survey and Certification Protocol (1988 SOLAS Protocol)
6. SOLAS Agreement 1996
7. International Convention on Load Lines, 1966
8. Protocol of 1988 relating to the International Convention on Load Lines, 1966
9. International Convention on Tonnage Measurement of Ships, 1969
10. Convention on the International Regulations for Preventing Collisions at Sea, 1972 (COLREGs)
11. International Convention for Safe Containers (CSC), 1972
12. International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978
13. International Convention on Maritime Search and Rescue (SAR), 1979
14. Special Trade Passenger Ships Agreement, 1971
15. Protocol on Space Requirements for Special Trade Passenger Ships, 1973
16. Convention on the International Maritime Satellite Organization, 1976
17. INMARSAT Operating Agreement, 1976
18. Convention on Facilitation of International Maritime Traffic (FAL), 1965
19. International Convention for the Prevention of Pollution from Ships (MARPOL) 73/78 and 1997 Protocol
20. International Convention Relating to Intervention on the High Seas in Cases of Oil Pollution Casualties, 1969
21. Protocol to the International Civil Liability Convention (CLC), 1976
22. Protocol to the International Civil Liability Convention (CLC), 1992
23. Protocol to the International Convention on the Establishment of an International Fund for Compensation for Oil Pollution Damage, 1976
24. Protocol to the International Convention on the Establishment of an International Fund for Compensation for Oil Pollution Damage, 1992
25. Convention on Limitation of Liability for Maritime Claims (LLMC), 1976
26. Protocol to the Convention on Limitation of Liability for Maritime Claims (LLMC), 1996
27. Convention for the Suppression of Unlawful Acts Against the Safety of Maritime Navigation, 1988
28. Protocol to SUA Convention for the Suppression of Unlawful Acts Against the Safety of Fixed Platforms Located on the Continental Shelf, 1988
29. International Convention on Salvage, 1989
30. International Convention on Oil Pollution Preparedness, Response and Co-operation (OPRC), 1990
31. International Convention on the Control of Harmful Anti-fouling Systems on Ships, 2001
32. Nairobi International Convention on the Removal of Wrecks, 2007
33. The Hong Kong International Convention for the Safe and Environmentally Sound Recycling of Ships, 2009

05

International Labour Organization (ILO)

The International Labour Organization (ILO) is devoted to promoting social justice and internationally recognized human and labour rights, pursuing its founding mission that social justice is essential to universal and lasting peace.

The only tripartite U.N. agency, since 1919 the ILO brings together governments, employers and workers of [187 Member States](#), to set labour standards, develop policies and devise programmes promoting decent work for all women and men



Established
1919



187
Member States



Headquarters
Geneva,
Switzerland



Tripartite
Structure

Mission and Impact

- Set and promote standards and fundamental principles and right at work
- Create greater opportunities for women and men to decent employment and income.
- Enhance the coverage and effectiveness of social protection for all
- Strengthen tripartism and social dialogue

India's Engagement with ILO

On 9 October 2015, the Government of India deposited with the International Labour Office the instrument of ratification of the [Seafarers' Identity Documents Convention \(revised\), 2003 \(No. 185\)](#) and the [Maritime Labour Convention, 2006 \(MLC, 2006\)](#).

India remains committed to the ILO's vision of advancing decent work, protecting seafarers' rights and contributing to a fair, safe and sustainable maritime industry.

5.1 Key ILO Conventions relevant for Maritime Sector

Maritime Labour Convention, 2006

The [Maritime Labour Convention, 2006, as amended, \(MLC, 2006\)](#), was adopted by the 94th (Maritime) Session of the International Labour Conference (ILC) on 23 February 2006.

This Convention revises and consolidates 37 existing Conventions and the related Recommendations. The MLC, 2006, uses a new format with some updating, where necessary, to reflect modern conditions and language. In this manner, it sets out, in a single instrument, the right of the world's 1.5 million seafarers to decent conditions of work in almost every aspect of their working and living conditions, including minimum age, employment agreements, hours of work and rest, payment of wages, paid annual leave, repatriation, on board medical care, the use of recruitment and placement services, accommodation, food and catering, health and safety protection and accident prevention, and complaint procedures for seafarers.

5 Main Titles under MLC

Title 1: Minimum Requirements for Seafarers covers regulation regarding minimum age, medical certificates, training, and recruitment/placement.

Title 2: Conditions of Employment contains regulations addressing employment agreements, wages, working hours, leave, repatriation, compensation, manning levels, and development.

Title 3: Accommodation, Recreational Facilities, Food and Catering includes regulations on accommodations, recreation, food, and catering.

Title 4: Health Protection, Medical Care, Welfare, and Social Security contains regulations covering medical care, shipowners' liability, safety protection, shore-based welfare, and social security.

Title 5: Compliance and Enforcement outlines flag State responsibilities, port State responsibilities, and labour-supplying responsibilities.

Seafarers' Identity Documents Convention, 2003

The Convention:

- Supports the Special measures to enhance maritime security (SOLAS chapter XI-2 and the ISPS Code), adopted by the International Maritime Organization in December 2002;
- Promotes safety and security of passengers and crews of maritime vessels on the high seas and in world ports, and protects international trade against the threat of international terrorism;
- Improves and facilitates access control to ports and ships;
- Provides the blueprint for creating and issuing secure national identity documents as well as international recognition of the reliability of the documents so issued;
- Provides for the safety and security of the maritime industry, which handles 90% of the world's trade;
- Minimizes administrative delays contributing to seafarer convenience and shipowners' cost savings;
- Supports United Nations General Assembly Resolution A/RES/57/219 (protection of human rights and fundamental freedoms while countering terrorism), which affirms that States must ensure that any measure taken to combat terrorism complies with their obligations under international law, in particular international human rights, refugee and humanitarian law;
- Responds to the seafarers' need for special protection, given the global nature of the maritime industry, to facilitate shore leave, transit, transfer and repatriation;
- Protects seafarers against the side effects of security measures, which can adversely affect their welfare, their freedom of movement and their right to work;
- Provides secure identification in a way that is designed to respect the dignity of seafarers and to avoid invasions of their privacy; and
- Assists efforts to prevent the use of forged documents.
- promotes security against the threat of international terrorism

5.2 ILO Governing Body

The Governing Body of the International Labour Office is the executive body of the International Labour Organization (the Office is the secretariat of the Organization). It meets three times a year, in March, June and November. It takes decisions on ILO policy, decides the agenda of the International Labour Conference, adopts the draft Programme and Budget of the Organization for submission to the Conference, and elects the Director-General.

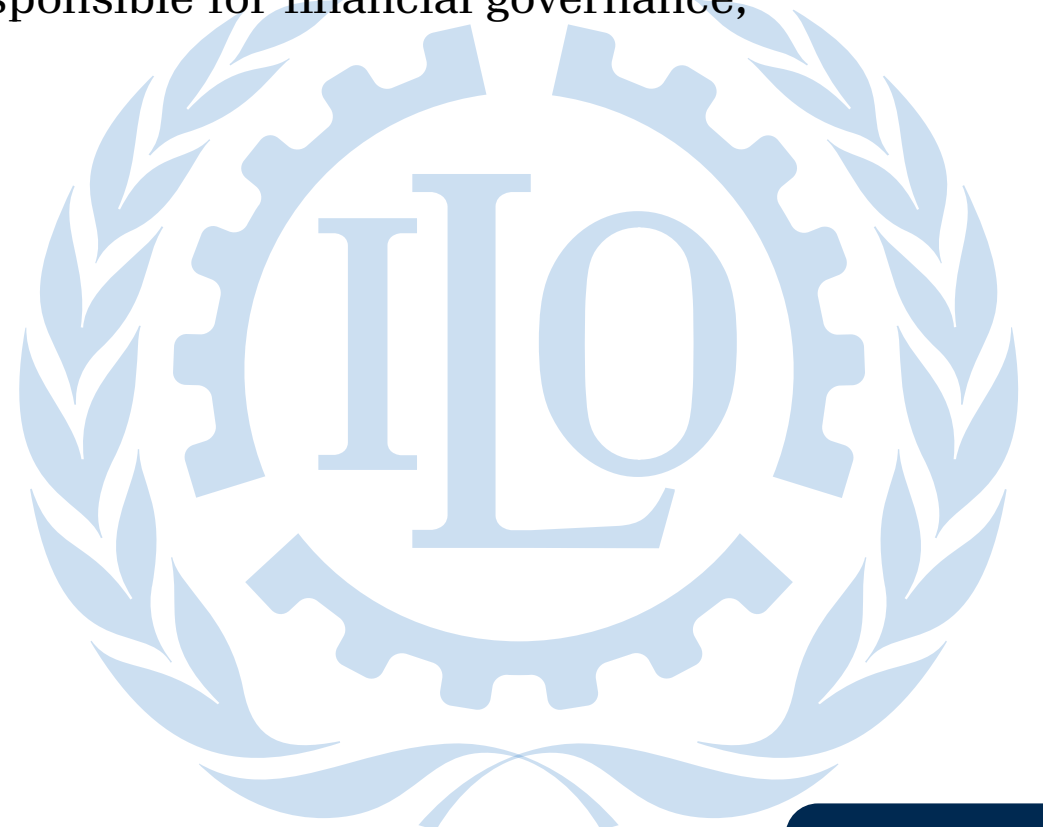
5.3 Organizational structure of the International Labour Office

The International Labour Office is the permanent secretariat of the International Labour Organization. It is the focal point for International Labour Organization's overall activities, which it prepares under the scrutiny of the Governing Body and under the leadership of the Director-General.

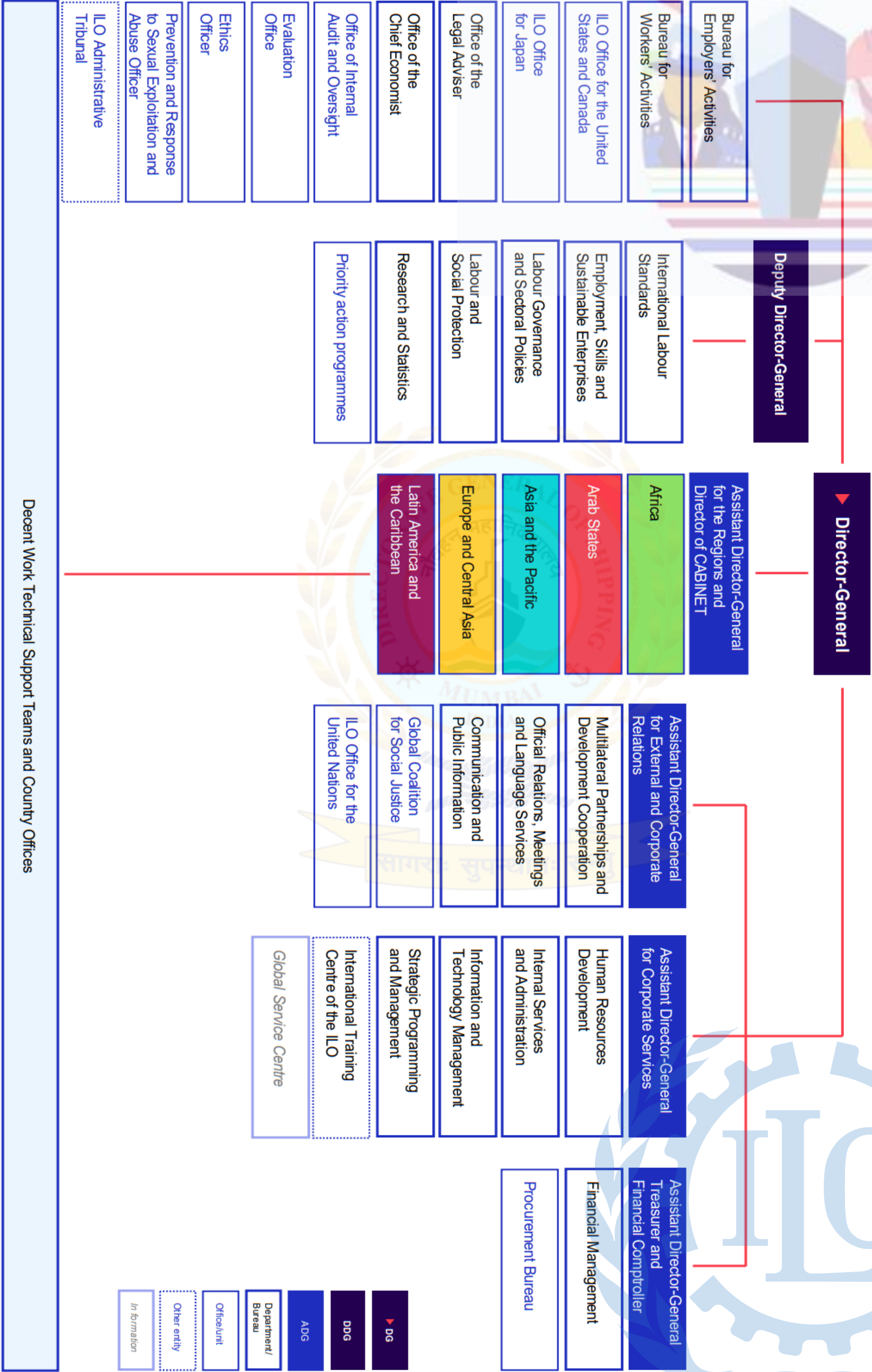
Under the leadership of the Director-General, the ILO has approximately 3,500 officials who work on its agreed programmes and activities as set out in the [Programme and Budget](#), across [107 countries in five regions](#): Africa, the Americas, the Arab States, Asia and the Pacific, Europe and Central Asia each with a Regional Director under the oversight of the Assistant Director-General.

[ILO's work at headquarters is organized around four clusters](#):

- The **Policy cluster** headed by a Deputy Director-General facilitates a coherent strategic direction across outcomes and outputs and ensures close alignment between policy development and implementation.
- The **External and Corporate Relations cluster** leads external engagement, strategic partnerships, and institutional visibility.
- The **Corporate Services cluster** provides the Office with administrative, human resources and technology support, and strategic programmatic management, and also serves as the primary liaison with the International Training Centre of the ILO.
- The **Treasurer and Financial Comptroller** is responsible for financial governance, risk management and procurement.



5.4 ILO Organogram



06

The International Oil Pollution Compensation Funds

The environmental disaster caused by the *Torrey Canyon* incident in 1967 led to the development of an International Liability and Compensation Regime which evolved over many years into the successful system in place today. The International Oil Pollution Compensation Funds has played a major role in that system, compensating victims of oil pollution damage since the establishment of the first IOPC Fund in 1978.

1992 Fund

Established
under 1992
fund convention

Supplementary
Fund

Established
under
supplementary
fund protocol

The Governing bodies of the IOPC Funds meet two or three times per year. Meetings are ordinarily held in person (with fully hybrid participation) at IMO Headquarters, London, which also houses the IOPC Funds offices. In the past, sessions have been held in Morocco (2011), Monaco (2008) and Canada (2007) at the Kind invitation of the respective Governments.

6.1 The Governing Bodies

1. ASSEMBLIES

- The 1992 Fund and Supplementary Fund each have an Assembly composed of all Contracting States to the 1992 Fund Convention and Supplementary Fund Protocol respectively.
- The Assembly must hold one regular session each year, normally in October, when it elects a Chair and two Vice-Chairs to hold office until its next regular session.
- Extraordinary sessions may be held as and when required.
- The Assembly is the supreme organ of the relevant Fund and decides on:
 - Annual budget and contributions
 - Approval of Financial Statements
 - Appointment of External Auditor
 - Adoption of Internal and Financial Regulations
 - Granting observer status
 - Any other matter necessary for proper functioning

A simple majority of Member States constitutes a quorum for the Assembly.

2. ADMINISTRATIVE COUNCIL

- For the 1992 Fund Assembly, if a quorum is not achieved, an Administrative Council is convened to act on behalf of the Assembly
- **Quorum Requirement:** 25 member States
- Due to the growth of membership and lack of attendance of many states, the Administrative Council of the 1992 Fund has had to act on behalf of the Assembly in several instances in recent years.

With 32 Member States, achieving a quorum has not yet been an issue for the Supplementary Fund Assembly. However, in October 2018 the Assembly adopted a Resolution establishing a Supplementary Fund Administrative Council.

Quorum requirement: one-third of Member States.

3. EXECUTIVE COMMITTEES

- Each Assembly may establish subsidiary bodies as necessary. One such body is the 1992 Fund Executive Committee.
- Main Function is to take policy decisions on the admissibility of claims for compensation for oil pollution damage relating to incidents involving the 1992 Fund
- Holds sessions as and when required (normally twice a year – during the week of the regular annual IOPC Funds meeting in October-November and in conjunction with any extraordinary Assembly sessions in April-May)
- At each regular session, the 1992 Fund Assembly elects 15 states as members of the Executive Committee.
- No State may serve on the Executive Committee for more than two consecutive terms.

WORKING GROUPS

- Various intersessional Working Groups have been established over the years to consider specific issues. The most recent 1992 Fund intersessional Working Group (the 7th) held its final meeting in April 2015 and presented its final report and recommendations to the 1992 Fund Administrative Council in October 2015.

CHAIRS

- In accordance with the relevant Rules of Procedure, the election of Chairs and Vice-Chairs takes place annually at the regular autumn sessions of the 1992 Fund Assembly, Supplementary Fund Assembly and 1992 Fund Executive Committee. Whereas the terms of office of the Chairs of the Assemblies and the Administrative Councils are not subject to a limited time, the Chair and Vice-Chair of the Executive Committee are limited to a maximum term of two years.
- With regard to intersessional working groups, the Chair is usually agreed upon by the Assembly immediately following its decision to establish such a group and the Chair remains in that position until the Group finalizes its work

6.2 External Auditor of the IOPC Funds

An External Auditor is appointed by the 1992 Fund Assembly and Supplementary Fund Assembly every four years. Regulation 14 of the respective Funds' [Financial Regulations](#) sets out detailed information on the role of the External Auditor and states that the post should be filled by the Auditor-General (or officer holding the equivalent title) of a Member State or a commercial firm with the requisite capabilities nominated by a Member State or identified by the Audit Body.

6.3 Joint Audit Body

The joint Audit Body, established by the IOPC Funds' governing bodies, normally meets three times a year to review the adequacy and effectiveness of the organisations regarding key issues of management and financial systems, financial reporting, internal controls, operational procedures and risk management, and to review the organisations' Financial Statements and reports. It also considers all relevant reports by the External Auditor, including reports on the organisations' Financial Statements. The Audit Body reports to the governing bodies at their regular meeting.

In accordance with the [Composition and Mandate of the joint Audit Body](#), which was adopted in October 2008 and amended in April 2019, the Audit Body shall be composed of seven members elected by the 1992 Fund Assembly: six named individuals nominated by 1992 Fund Member States and one named individual not related to the organisations (an 'external expert') with expertise and experience in financial and audit matters, nominated by the Chair of the 1992 Fund Assembly. Members of the Audit Body shall hold office for a term of three years, once renewable. A Chair and Vice-Chair of the Audit Body are appointed from among the elected members.

6.4 Joint Investment Advisory Body

[The joint Investment Advisory Body](#) (IAB), established by the IOPC Funds' governing bodies, advises the Director on procedures for investment and cash management controls. This Body also reviews the IOPC Funds' investments and foreign exchange requirements, to ensure that reasonable investment returns are achieved without compromising the safety of the IOPC Funds' assets. The IAB normally meets four times a year with the Secretariat. It also meets with the Audit Body and External Auditor once a year to share information, and reports to the governing bodies at their regular meeting.

The IOPC Funds provide prompt and effective compensation for oil pollution damage, contributing to cleaner seas, fair compensation and sustainable shipping..

6.5 The Secretariat

The 1992 Fund and the Supplementary Fund share a joint Secretariat, based in London. As at 1 June 2026, the Secretariat had 25 staff members. The Director is the chief administrative officer and is responsible for the overall management of the Funds, including maintaining a sound system of internal control that supports the achievement of the Funds' policies, aims and objectives and safeguards its assets. The system of internal control is based on procedures designed to ensure conformity with the Funds' Financial Regulations, Internal Regulations and decisions of the respective governing bodies.



Claims Department

The Claims Department comprises the Deputy Director/Head of the Department, four Claims Managers and a Claims Administrator.

The Department is responsible for the management of claims assessments and payments resulting from oil pollution incidents. The Department is also responsible for providing accurate and detailed information on incidents involving the IOPC Funds to the governing bodies and other interested parties. Members of the department regularly participate in or conduct claims and compensation workshops and seminars worldwide, where they promote the understanding of established claims processing policies, rules and procedures as well as the 1992 Civil Liability and Fund Conventions

Administration Department

The Administration Department comprises the Head of Department; the Chief of Finance and Finance Manager, supported by four Finance Assistants; the External Relations and Conference Manager, supported by the Information Officer, the External Relations and Conference Officer, and four Associate Editors, and the External Relations and Conference Assistant; and the HR Manager; the IT Officer; and the IT/Office Administrator.

The Department provides the necessary management planning and oversight in the areas of finance, the levying of contributions, external relations activities, conference services, translation, human resource management, information technology, procurement and general services. The Department also provides accurate and detailed information on its area of responsibility to the governing bodies and other interested parties.

HNS Department

The HNS Department comprises the Head of Department, the Reporting Manager and the HNS Officer.

The Department is responsible for the work on all HNS activities to facilitate the prompt entry into force of the 2010 HNS Convention, and will lead the work on all HNS activities of the HNS Fund once the HNS Convention enters into force.

