

D.G. Shipping Circular No. 6 of 2005

No.8(1)/CR/2005

Dated: April 20, 2005

Sub: Revised procedure for application of CDCs for the long term training courses of one year duration and more

1. Whereas the Training Institutes have been submitting CDC applications for all successful trainees collectively to the Shipping Master's Office which is located geographically nearest to the institute concerned.
2. Whereas the candidates who undergo long term training courses, of one year duration and more, are required to wait for the CDCs after completing the course and are not able to proceed to sea immediately.
3. Whereas due to gap between the completion of the course when the candidates become eligible to proceed to sea and issue of CDCs, candidates miss the job opportunities with the shipping companies and the shipping companies are also not able to select candidates from the campus for immediate recruitment due to non-possession of CDCs.
4. Whereas the M.S.(CDC) Rules, 2001, as amended from time to time, under Rule 5 enables a candidate to proceed to sea immediately after having completed the prescribed pre-sea training courses.
5. Whereas the Training Institutes have been submitting Form No.II to the Shipping Master concerned within 21 days of the date of completion of course when candidates become eligible to proceed to sea, as prescribed under M.S. Notice No.18 of 2002 read with M.S. Notice No.28 of 2002.
6. In the light of the foregoing circumstances and having taken into careful consideration the requirements of seafarers, in particular of those trainees who have completed a long duration pre-sea training courses such as :
 - i) Four year Degree Course in Marine Engineering.
 - ii) Two & half years Course for Marine Engineer under Alternate Training Scheme.
 - iii) Two year pre-sea training for diploma holders in Marine Engineering.
 - iv) One year pre-sea training for graduates in Marine Engineering.
 - v) Four year B.S.Nautical Technology.
 - vi) Three Year B.Sc. Degree in Nautical Science.

vii) Three year Polyvalent (dual certification) Course leading to B.Sc. Maritime Science Degree.

viii) One-Year Diploma Course in Nautical Science (IGNOU).

7. Accordingly the Directorate General of Shipping hereby directs the following procedures for preparation and issuance of CDC.

- i) Training Institutes who are conducting long duration pre-sea training courses, as indicated above are required to forward FORM - II (without course completion certificate) to the respective Shipping Master for processing CDC. This FORM II is to be forwarded immediately for all those candidates who have completed half the duration of the course or have 6 months left for completion of course which ever is later. For example, in the case of the IGNOU course, FORM II should be forwarded for all such candidates who have been promoted to Semester II at the end of Semester I i.e. after completion of the first 6 months of the course.
- ii) The Shipping Master is required to process preparation of CDC and forward the same to the institutes within one month of receipt of the application.
- iii) The institute should hand over the CDC to the respective candidates on completion of the pre-sea training course. Confirmation copy along with the course completion certificate issued by the Capt. Superintendent/Head of the Institute should be forwarded by the respective institutes to the Shipping Master **seven days** of the completion of the course.
- iv) It is clarified that CDC must be in possession of the respective training institutes well before the date of completion of the course. However, all candidates are to be issued CDC only on the completion of the course on the basis of course completion certificate issued by the Capt. Superintendent/Head of the Institute without waiting for the declaration of the final results of the examination conducted at the end of the training course.
- v) That the Head of the Training Institute will submit a report to the Shipping Master concerned of having distributed the CDCs to all the candidates who have become eligible to proceed to sea, within 15 days of completion of the course.

8. As regards to the remission of sea service and eligibility of candidates for competency examinations, the successful passing of pre sea examination would be considered as per relevant examination rules, circulars/M.S. notices etc.

Sd/-
(G.S. Sahni)
Director General of Shipping &
ex. officio Additional Secretary to Govt. of India

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