भारत सरकार / GOVERNMENT OF INDIA
पत्तन, पोत परिवहन और जलमार्ग मंत्रालय
MINISTRY OF PORTS, SHIPPING AND WATERWAYS
समुद्रीय प्रशासन महानिदेशालय, मुंबई
DIRECTORATE GENERAL OF MARITIME ADMINISTRATION, MUMBAI

File No. 20-11011/14/2022-TRG – DGS(Comp No 16118) **Date: 27.11.2026**

SHOW CAUSE NOTICE

To,
The Principal,
M/s. Balaji Seamen Training Institute,
(MTI No. 401002),
Sengothai Amman Kovil Street,
Chennai, Tamil Nadu 600119

Subject: M/s. Balaji Seamen Training Institute, Chennai (MTI No. 401002)- Continued non-compliance in Refresher FPFF and PST courses -Show Cause Notice -reg.

M/s. Balaji Seamen Training Institute, Chennai (MTI No. 401002) has been accorded approval by this Directorate for conducting, among other courses, the Refresher Training for Proficiency in Fire Prevention and Fire Fighting (FPFF) and Refresher Training for Proficiency in Personal Survival Techniques (PST), with an approved intake of 20 candidates per batch. The approval is subject to the Institute's continued compliance with the DGS Training Manual Vol. II (Post-Sea), the e-Governance procedures, the Training Circulars issued by this Directorate from time to time, and the conditions of the approval order.

2. Whereas, complaints were received by this Directorate alleging that the INDoS numbers of three seafarers had been used by the Institute to enrol them in refresher courses without their knowledge or consent, and that refresher FPFF/PST batches were being conducted with fewer candidates than the prescribed minimum. The matter was referred to MMD Chennai via Directorate's letter dated 17.08.2026.

3. Whereas, MMD Chennai conducted a surprise inspection of the Institute on 17.09.2026, pursuant to which the Institute submitted its representation dated 21.09.2026. Upon examination of the representation and the relevant e-Governance records, the following violations of the Training Manual, Volume II, have been observed:

a. The INDoS numbers of three seafarers (17EL1605, 21EM2152 and 21EM2476) were repeatedly entered into and withdrawn from refresher batches, involving 20 entries in total, although the seafarers have denied seeking admission to the Institute.

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फ़ोन/Tel No.: +91-22-2575 2040/1/2/3 फ़ैक्स/Fax.: +91-22-25752029/35 ई-मेल/Email: dgship-dgs@nic.in वेबसाइट/Website: www.dgma.gov.in

b. The Institute attributed the entries to last-minute withdrawals but failed to produce any supporting applications, booking confirmations, fee receipts or correspondence, indicating prima facie submission of incorrect information.

c. The eligibility of the three candidates was verified by the Principal/Course In-charge despite their denial of having sought admission, raising concerns regarding compliance with para 4.3.1 of the Training Manual, Volume II.

d. Of the 29 FPFF and 27 PST batches examined, 20 batches (12 FPFF and 8 PST) fell below the prescribed minimum strength of five candidates, in violation of para 4.8.5. FPFF Batch 030 and PST Batch 027 were uploaded below the minimum strength itself.

e. Certificates were issued for FPFF Batches 029 and 030 and PST Batches 026 and 027, despite these batches having been conducted below the prescribed minimum strength.

f. The CAS/biometric attendance records of the refresher batches could not be satisfactorily verified, indicating prima facie non-compliance with para 4.7 of the Training Manual, Volume II.

g. The Institute is presently graded C1 (Below Average) under the CIP grading system.

4. Whereas, it is observed that the above lapses were repeated across a number of batches and, in the case of the three seafarers, on several occasions. The pattern of uploading batches at exactly the minimum strength and thereafter recording withdrawals indicates that the entries were made only to show compliance with the minimum batch strength on record. The lapses thus are not isolated errors. They reflect a continued failure on the part of the Institute to comply with the requirements of this Directorate, and they affect the integrity of the seafarers' records and the quality of the training imparted.

5. Whereas, under para 4.2.1 of the Training Manual Vol. II, the Institute is responsible for ensuring that the candidates admitted to a course meet the eligibility criteria. Under para 4.3.1, all original documents of an applicant are required to be scrutinised by the Course In-charge before admission, and the final responsibility for such scrutiny and for verifying the authenticity of the documents rests with the Principal and the Head of the Institute. The e-Governance system records the Principal as having checked and verified the eligibility of the said candidates. However, the seafarers never applied for admission, and no original documents could therefore have been presented for scrutiny. The Principal is accordingly responsible for the enrolment of the said seafarers without their consent and for recording a verification that could not have been carried out, in violation of paras 4.2.1 and 4.3.1 of the Training Manual Vol. II.

6. Whereas, in view of the above, the lapses constitute Major Deficiencies under para 5.4.7 of the Training Manual Vol. II, namely false submission of information, non-adherence to course guidelines and irregularities in attendance. Under para 5.5 of the said Manual, detection of major deficiencies may lead to withdrawal of the approval of the course. Further, under section 47(4) of the Merchant Shipping Act, 2025, the Director-General may suspend or withdraw the approval granted to a maritime training institute that has contravened the provisions of Part IV of the Act and Non-compliance with the applicable statutory requirements and directions of the Directorate may

also attract penalties under section 281(2) of the Act, to be imposed by the Principal Officer in accordance with section 282 of the Act.

7. Now, therefore, the Institute is called upon to show cause, within fifteen (15) days from the date of receipt of this Notice, as to why, the approvals granted for the Basic Safety Course (BST), Refresher FPFF, Refresher PST course and Security Training for Seafarer with Designated Security Duties (STSDSD) courses should not be withdrawn under section 47(4) of the Merchant Shipping Act, 2025 read with para 5.5 of the Training Manual Vol. II, and as to why a penalty of up to Five Lakh should not be imposed on the Institute under the relevant provisions of the Merchant Shipping Act, 2025.

8. The institute is directed to submit a written explanation, together with all supporting documents, records, and material relied upon by it, within the aforesaid period. The reply shall specifically indicate the reasons for non-compliance, the corrective measures taken, and the present status of compliance.

9. The Principal of the Institute, is also directed to submit a separate written explanation, in their individual capacity, within the aforesaid period, as to why appropriate action should not be taken against them. The action is proposed for the lapses referred to at paras 5 and 6 above, in violation of paras 4.2.1, 4.3.1, 4.8.5 and 4.12.4 of the DGS Training Manual Vol. II.

10. Upon submission of written explanation, the Institute may also seek a personal hearing with the Directorate, if it so desires. The date, time and venue of such hearing shall be scheduled separately and communicated to the Institute in due course.

11. Take notice that, if no reply is received within the stipulated period, or if the explanation submitted is found to be unsatisfactory, it is informed that the matter shall be proceeded with ex parte, and the Directorate General of Shipping shall initiate such action as may be deemed fit in accordance with the applicable rules, orders, circulars, and governing regulatory framework, including but not limited to withdrawal of approval, blocking of access to the e-Governance portal, and any other consequential or incidental action, without any further notice.

12. This issues with the approval of the competent authority.

(Mugilrajan Devarajan)
Engineer & Ship Surveyor
Deputy Director General Marine Administration (Training)

Copy to:

1.Principal Officer, MMD Chennai