



सत्यमेव जयते

□□□□ □□□□□□ / GOVERNMENT OF INDIA

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☎: 91-22-91-22-

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□□□□□ - 400 042 / MUMBAI - 400 042 Web:

F. No. 3(2) CR/2006

Dated:30.10.13

DG Shipping Order No.20 of 2013.

Sub: Applications for individual & institutional category Continuous Discharge Certificates-reg.

Continuous Discharge Certificates (CDC) in the individual categories thereof such as for officers certificated by Foreign Maritime Administrations, Non-Certificated Officers, experience based etc. are being issued as per the Merchant Shipping (M.S) (CDC-SID) Rules, 2001, as amended and subsequent executive orders of the office. This is apart from the CDCs issued to candidates who are successfully completing the various pre-sea courses.

2. The work of issuance of such CDCs, which was centralized at the office of the Shipping Master, Govt. Shipping Office at Mumbai since 2008, has since been decentralized by the DG Shipping, Govt. of India's Order No. 12 of 2013 [F. No. 3(2)/CR/2006] dated 09.05.13, to be now officially handled at the offices of all the 3 Shipping Masters, Govt. Shipping Offices at Mumbai, Chennai & Kolkata.

3. However, in order to facilitate the process of these applications systematically and in a streamlined manner, within a minimum lead time, by the office of the three Shipping Masters, Govt. Shipping offices, the undersigned as the Director-General of Shipping and ex-officio Additional Secretary to the Govt. of India, in exercise of the powers conferred by sub-section (1) of Section 456 of the Merchant Shipping Act, 1958 read with the Notification issued by the Govt. of India vide S. O. No. 3144 dated 17.12.60, delegating the said power to him, hereby issues the following directives;

3.1 With a view to follow a uniform pattern of unique distinct numbering of CDCs issued by these three offices, the numbering pattern mentioned herein below for the issuance of CDCs shall be followed by them henceforth, with an immediate effect and until further orders;

- 3.1.1. Mumbai: The existing unique numbering pattern '**MUM**' (**followed by Six digits**) shall be continued by the Shipping Master, Govt. Shipping office, **Mumbai**
- 3.1.2. Chennai: Unique numbering in the series, '**CHN**', **followed by six digits** shall be  
started by the Shipping Master, Govt. Shipping Office, Chennai, commencing from CHN 100001.
- 3.1.3. Kolkata: Numbering in the series '**KOL**' **followed by six digits** shall be started by the Shipping Master, Govt. Shipping Office, Kolkata, commencing from KOL 100001.

3.2 In order to expedite the issuance of these CDCs, the process of application for such individual category CDCs has been rendered online. A person eligible for such a CDC & who wishes to obtain the same in any of the individual category, shall, henceforth, apply electronically. The instructions for such candidates for applying for individual category CDCs, online are herewith enclosed (Annexure-I: 4pages). The user manual for applying for such CDCs electronically / on-line too is enclosed herewith (Annexure II: 20 pages).

3.3. The following additional instructions & guidelines are also hereby promulgated for the purpose of application for individual category CDCs;

3.3.1. Candidates applying for individual category CDCs have to submit a certificate / undertaking to the effect that, quote: "I am aware that, if at any time, I am found to have misrepresented concealed/distorted any material information hereto and the Shipping Master, Govt. Shipping Office concerned has reason(s) to believe that I have obtained my CDC by presenting false or fraudulent erroneous information, my CDC will be liable to be cancelled/suspended, forthwith, as per the provisions contained in Rule 10 of the Merchant Shipping (Continuous Discharge Certificate-cum-Seafarer's Identity Document) Rules, 2001, as amended" Unquote.

4. All the Shipping Masters, Govt. Shipping Offices shall process and issue individual categories CDCs, by following the foresaid procedures, with an immediate effect. and Until further orders.

(Gautam Chatterjee)  
Director General of Shipping &  
ex-officer Additional Secretary to the Govt. of India.

To,

1. The Shipping Masters, Govt. Shipping Office, Mumbai, Chennai & Kolkata

1. Copy forwarded for an information and necessary action to the;

- 2.1 Principal Officers, Mercantile Marine Departments, Mumbai/Kolkata/Chennai/Kochi/Kandla.
- 2.2 Surveyors-in-Charge, Mercantile Marine Departments, Vizag/Tuticorin/Paradit/Haldia/Port Blair/ Jamnagar/ Marmagao/ New Mangalore/ NOIDA.
- 2.3 Directors, Seamens' Employment Offices, Mumbai/Chennai/Kolkata.
- 2.4 Indian Maritime University, Chennai/& all its constituent colleges at cochin Mumbai/Kolkata/Kanada/Vizag.
- 2.5 DGS approved Maritime Training Institutions.
- 2.6 INSA/FOSMA/MASSA.
- 2.7 MUI/NUSI.
- 2.8 N.T. Branch/ Training Branch/ Engineering Branch/Naval Architecture Branch, DGS, Gol.
- 2.9 Hindi Branch, DGS, Gol, for the due translation.
- 2.10 Computer Branch, DGS, Gol.
- 2.11 Sr. P.S. to the DGS

3. Copy submitted for an information to the;

Secretary to the Govt. of India, Ministry of Shipping, [Attention: Sh. Sunil Mishra, Joint Secretary (MA)] Transport Bhavan, 1, Parliament Street, New Delhi - 110001.

**INSTRUCTIONS FOR APPLICATION ON LINE FOR FRESH CDC IN  
INDIVIDUAL CATEGORY.**

**GENERAL INSTRUCTIONS:**

**1. Ensure your eligibility as per M.S. CDC Rules, 2001 & DGS Orders, M.S. Notices, Circulars issued subsequently from time to time, before filling up the Form, electronically.**

**2. The applicants must to ensure that they have registered on line (at DG Shipping Website) their Seafarer’s Profile Registration.**

**(See instructions in annexure I for Seafarer Profile Registration, if not already done)**

**3. The applicants have to also update their Seafarers Profile Registration (SPR) (In case they wish to update their data) before applying for CDC online. If the new data are not up dated in the SPR, the old data available in the SPR only will be migrated to the CDC online application.**

**4. Column with red star in the form are mandatorily to be filed in.**

**5. Specimen signatures should be strictly within the box without touching the boundaries.**

**6. The Declaration and Specimen Signatures are common to all applicants, Column No. \_\_ is applicable depending on the category of CDC being applied for and only the concerned enclosures appearing there in, for the specific category are to be enclosed.**

**7. Instructions to the applicants and General information about CDC may be retained by the applicant and are not to be sent along with the application.**

**8. CDCs application in respect of Cadets, TMEs, Petty Officers and Ratings who have undergone pre-sea training courses approved by DGS shall be forwarded by the Training Institutes in accordance with the M.S. Notice 18 of 2002 dated 5th**

September, 2002 and 4 of 2007 dated 09.04.2007. Individual applications in respect of these candidates will not be entertained by the Shipping Master.

9. Clear Xerox copies of relevant certificates / documents, as applicable, and as appearing in the application print out from submitted online, shall be submitted by the applicants, by self-attesting their certificates and other documents, along with their name in full and date of self-attestation there under.

**(NO ORIGINAL CERTIFICATES/ DOCUMENTS ARE TO BE SENT ALONGWITH THE APPLICATION FORM. EXCEPT DD & AFFIDEVIT)**

10. The incomplete applications or the applications not having appropriate documents shall not be entertained and summarily rejected.

11. The Status of application, duly submitted online followed by submission of hard copies, can be viewed by the applicant.

12. The Status of application with reasons of rejection of application shall be available online and can accessed & viewed by the applicant.

13. In the case of rejection, no intimation shall be given through letter by post.

14. Envelope containing the application i.e. Print out of application submitted on line, should clearly indicate the category of CDC applied for, on the top left hand side on the envelope in block letters.

**15. NO APPLICATION WILL BE ACCEPTED IN PERSON**

**Applications can be sent by Registered / Speed post / Courier service to The Shipping Master to Whom the application has below sent online. The Postal address are as follows :-**

1. Mumbai : The Shipping Master, Government Shipping Office,  
Nau Bhavan, 10, R.K. Marg, Ballard Estate,  
Mumbai - 400 001.  
(Phone No. 022-2269 7971/ 2269 7972,  
Fax No. 022-22693053,  
Email: [gsomumbai@dgshipping.com](mailto:gsomumbai@dgshipping.com).
2. Chennai: Anchorage Building, 2<sup>nd</sup> Floor, PB No. 5004, Rajaji Salai,  
Chennai- 600 001.  
Tel: 044-25251107/1108,  
Fax: 044- 25232929,  
Email: [mmdchennia@vsnl.net](mailto:mmdchennia@vsnl.net).
3. Kolkata: “Marine House”, Hastings Kolkata- 700 022.

Tel: 033-2223 0517/ 30527

Fax: 033-222 30108,

Web: [www.mmdkolkata.gov.in](http://www.mmdkolkata.gov.in), [pommdkol@yahoo.com](mailto:pommdkol@yahoo.com)

**16. ISSUE OF CDC DOES NOT GUARANTEE A JOB, WHICH IS THE PREROGATIVE OF THE EMPLOYERS**

**FOLLOWING DOCUMENTS DULY SELF ATTESTED ASPER THE APPLICABILITY AS MANTIONED IN THE ELECTRONIC APPLICATION FORM ARE TO BE ENCLOSED ALONGWITH THE PRINTOUT OF APPLICATION SUBMITTED ONLINE.**

- i. Copies of 4 STCW modular courses.
- ii. Copy of CoC/Degree/Diploma with mark list/ Orientation Course Certificate (for Cooks) / CoS / IN 271/ Release Certificate for Ex-Naval/Coast Guard/MEOCL.IV/NCV/CoP Watch Keeping/GMDSS, etc. as the case may be.
- iii. Copy of Medical fitness certificate, issued from DGS approved Doctor.
- iv. One photographs (3.5 cm X 3.5 cm) in white shirt to be affixed in the printout of the application form, of the given space.
- v. One self addressed envelope (size: 5" x 12") with Rs.50/- (Rupees Fifty only) postage stamp affixed (to forward the CDC to the applicant by speed post).
- vi. Non-refundable fee of Rs.500/- (Rupees Five Hundred only) vide Account Payee Demand Draft in Original drawn in favour of Shipping Master, Concerned payable at the city of Shipping Master Concerned. (Demand Draft should be kept on top of the application).  
**(Please write your name and application on the reverse side of the D.D.)**
- vii. Copy of valid passport i.e. front (2) two & last page. (Complete set of the copy of passport, i.e.) front 2 and last page & entries of immigration stamping corresponding to the Sea Service, for the application who apply in experience category as per DGS Order No. 8 of 2013)

eSamudra Project  
Directorate General of Shipping

User Manual

For

Individual category Fresh CDC (Form A)

Version: 1.0

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# 1 Home page

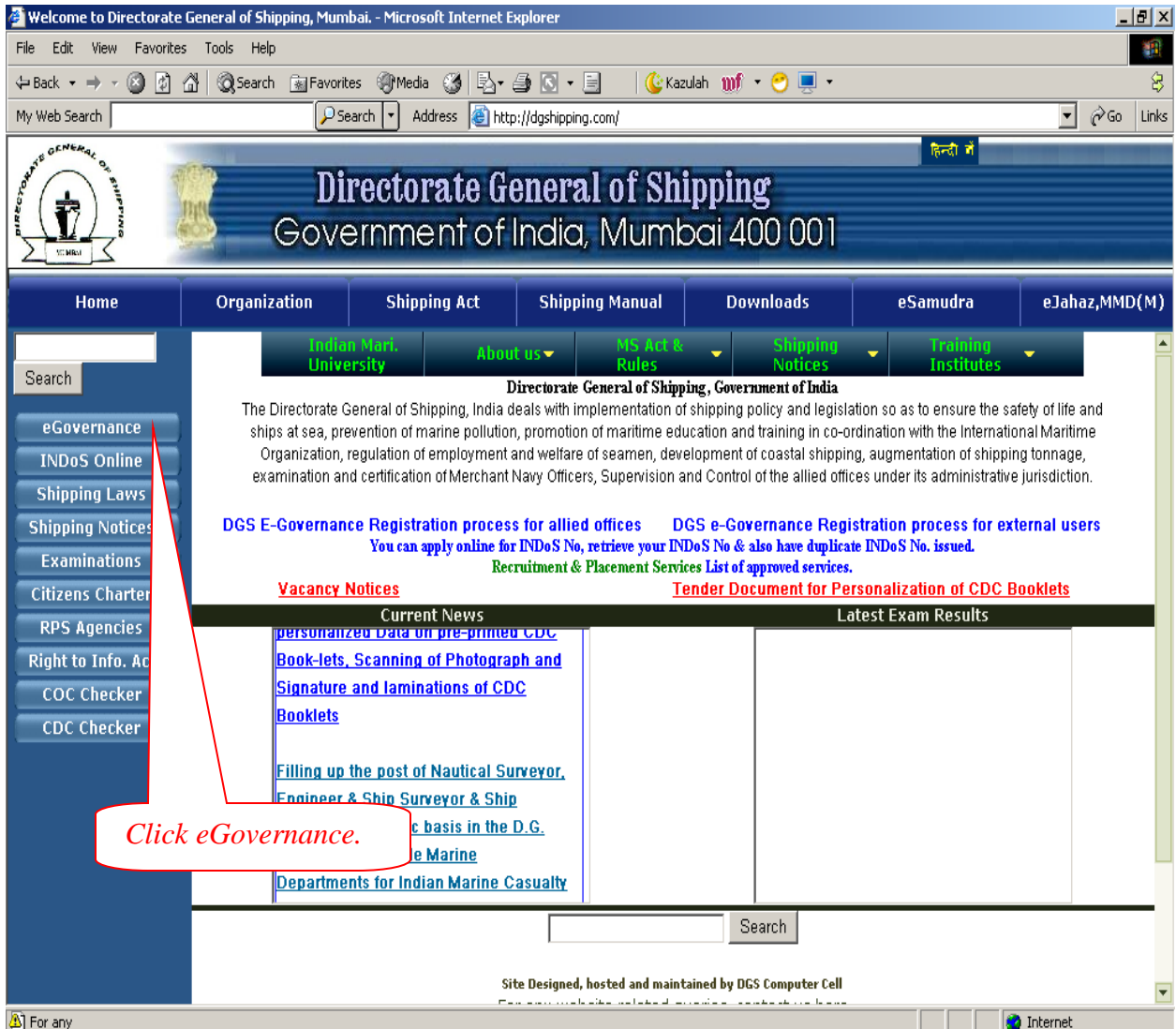


Figure 1: Home Page

**Note:** - Open internet explorer and type [www.dgshipping.com](http://www.dgshipping.com) in address bar to access Home Page and click on eGovernance to access Login Page (Figure 2: Login Page)

## 2 Login Page

Directorate General of Shipping - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <http://192.168.20.178:8888/esamudraUI/logOut.do?method=loadIndexPage> Go Links Google Search More Sign In

### DG Shipping

Directorate General of Shipping, Mumbai

[Esamudra Modules](#) | [DG Shipping](#) | [Terms of Use](#) | [Download Acrobat Reader](#) | [Download Hindi Font\(Susha\)](#)

User Id:   
Password:   
  
[New User](#) | [Forgot Password](#)  
[View Registration Status](#)  
[Seafarer Registration](#)

**The Directorate General of Shipping Government of India**  
The Director General of Shipping is the statutory Maritime authority, appointed by Govt. of India under the Merchant Shipping act 1958 and is responsible for implementation of the provisions of the act. The Directorate General ensures implementation of various international Conventions, relating to safety requirements for prevention of pollution and other mandatory requirements of International Maritime Organization.

Ships	Seafarer	Independent Modules
Ship Registration & Mortgage	SMO-Other Activities	Administration
Licensing & Chartering	CDC Management	Equipments & Service Station
ISM Audit	Update Seafarer Profile	PortNet
Ship Survey	Examination	Meetings & Resolutions
Postal Shipping	Training	Rules & Regulation Information System
and Manual Approval	Dispensation	MPSO
	Recruitment and Placement	MTO Renewal
	Services	
	RO Sails	

**Important Links**  
-----Select----- Go

**Rules**  
-----Select----- Go

Contact Us [dashia@dashinga.com](mailto:dashia@dashinga.com)

Figure 2: Login Page

### 3 CDC Management

The screenshot shows the Directorate General of Shipping website in Microsoft Internet Explorer. The browser address bar displays `http://192.168.20.178:8888/esamudraUI/login.do?method=executelgin`. The website header includes the logo and name of the Directorate General of Shipping, Mumbai, and a welcome message for user SHAILESHBHAI.SHUKKARBHALTANDEL. The main content area is divided into three columns: 'Ships', 'Seafarer', and 'Independent Modules'. The 'Seafarer' column contains a list of modules, with 'CDC Management' highlighted in red. A red callout box with the text 'Click to access CDC management.' points to the 'CDC Management' link. Other modules in the 'Seafarer' column include SMO-Other Activities, Update Seafarer Profile, Examination, Training, Dispensation, Recruitment and Placement Services, and RO Sails. The 'Independent Modules' column lists Administration, Equipments & Service Station, PortNet, Meetings & Resolutions, Rules & Regulation Information System, MPSO, and MTO Renewal. A note at the bottom states: 'Note : Modules indicated as "Red" colour are not accessible.'

Ships	Seafarer	Independent Modules
Ship Registration & Mortgage	SMO-Other Activities	Administration
Licensing & Chartering	CDC Management	Equipments & Service Station
ISM Audit	Update Seafarer Profile	PortNet
Ship Survey	Examination	Meetings & Resolutions
Coastal Ship	Training	Rules & Regulation Information System
Annual Approval	Dispensation	MPSO
	Recruitment and Placement Services	MTO Renewal
	RO Sails	

Figure 3: CDC Management

### 3.1 Application for Fresh CDC (Form A)

The screenshot shows the Directorate General of Shipping website in Microsoft Internet Explorer. The browser title is "Directorate General of Shipping - Microsoft Internet Explorer". The address bar shows the URL: [http://192.168.20.173:8888/esamudraUI/freshCDC.do?type=MENU\\_WEB\\_CDC&userName=01CL66](http://192.168.20.173:8888/esamudraUI/freshCDC.do?type=MENU_WEB_CDC&userName=01CL66). The website header includes "DG Shipping" and "Directorate General of Shipping, Mumbai". A welcome message for "SHAILESHBHAI.SHUKKARBHAI.TANDEL" is displayed. The "Submit Application" link is highlighted with a red callout box containing the text: "Click to apply for Fresh CDC (form A).".

**Continuous Discharge Certificate : Business Process**

DG Shipping is involved in administration of shipping industry of the country. As shipping has inter-country scope, regulations governing the industry are effected by international laws.

The need for a reliable seafarer database is essential from the point of view of International conventions (STCW Reg. 1/9, ILO Reg. 185). Continuous Discharge Certificate cum seafarers identity documents issued to Indian Seafarer under M.S.(CDC) Rules 2001, as amended provides his identity as well as his date of professional records such as sea service, training and examination particulars.

Declaration / Certificate Forms	Download Forms
Declaration Form for Renewal / Duplicate / Replacement CDC Application	<a href="#">Download</a>

**Please Read Instruction Carefully Before Applying**

Figure 4: Application for Fresh CDC (Form A)

### 3.2 Personal Details

**Note: - All fields marked with asterisk (\*) are mandatory.**

[? Help](#)

**1. Personal Details**

**Note :** All fields marked with an ( \* ) asterisk are mandatory.

**Office**

Office\*  Date : 24-OCT-2013

**Personal Details**

Name of the candidate\*

Father's name\*

Sex\*

Date of birth\*

Place of birth\*

Nationality\*

INDoS No.

IndoS Issue Date

Height\*  (in cms)

Color of eyes\*

Color of hair\*

Identification Marks\*

**Note: Above personal details are as per INDoS. For any modification in details please contact to INDoS Cell prior to submission of 'FORM A' online application.**

**Passport Details**

Valid Passport No.\*

Date of issue\*

Place of issue\*

*Select Office from the list.*

*Enter Passport details & click on Continue.*

**Figure 5: Personal details**

### 3.3 Address

[? Help](#)

**2. Address**

**Note :** All fields marked with an ( \* ) asterix are mandatory.

**Permanent Address**

House No.*	GOD GRACE, PLOT 19
Street*	SECTOR - 16, NEW PANVEL
Village/Post Office*	NEW PANVEL
District*	RAIGAD
State*	MAHARASTRA
Pin Code*	410206
Phone No. with STD Code *	02256465465
Nearest Police Station*	PANVEL

**Address to receive CDC By Post**

Same as above

House No.*	GOD GRACE, PLOT 19
Street*	SECTOR - 16, NEW PANVEL
Village/Post Office/Tehsil*	NEW PANVEL
District*	RAIGAD
State*	MAHARASTRA
Pin Code*	410206
Phone*	02256465465
Nearest Police Station*	PANVEL

**Other Communication details**

Email Address*	BHUVAN@GMAIL.COM
Mobile No.*	00917359115008

**Figure 6: Address**

### 3.4 Next Of Kin

DG Shipping Directorate General of Shipping

Welcome **SHAILESHBHAI.SHUKKARBHALTANDEL** ( Friday 25/10/2013 12:10 PM )

**Submit Application** | **Others**

**Submit Application** » Fresh CDC

[? Help](#)

**3. Next-Of-Kin**

**Note :** All fields marked with an ( \* ) asterix are mandatory.

<b>Name of Next of Kin*</b>	SOURABH TANNEL
<b>Relationship with Seafarer*</b>	FATHER
<b>House No.*</b>	NO 12, B WING , GAND
<b>Street*</b>	BAHUNAGAR
<b>Village/Post Office/Tehsil*</b>	VALSAD
<b>District*</b>	VALSAD
<b>State*</b>	GUJRAT
<b>Phone No. with STD Code *</b>	46546546
<b>Pin Code*</b>	532455

*Enter Next of Kin details.*

*Click on continue to go to next tab.*

**Figure 7: Next Of Kin**

### 3.5 STCW Course

Directorate General of Shipping - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <http://192.168.20.173:8888/esamudraUI/cDCNextOfKinExeAction.do>

DG Shipping Directorate General of Shipping, Mumbai

Welcome **SHAILESHBHAI.SHUKKARBHALTAHDEL** ( Friday 25/10/2013 12:10 PM )

Submit Application Others

Submit Application » Fresh CDC

4.STCW Course

Note : All fields marked with an (\*) asterix are mandatory.

**STCW Familiarization Course Details**

Name of course*	Certificate No*	Date of issue*	Name of Institute*
<input checked="" type="radio"/> Medical First Aid <input type="radio"/> Elementary First Aid <input type="radio"/> Medical Care	1231/ASDAS	01-Oct-2012	ABC INSTITUTE
<input checked="" type="radio"/> Personal Safety & Social Responsibilities	564/FDSD	07-Oct-2010	ABC INSTITUTE
<input checked="" type="radio"/> Personal Survival Techniques <input type="radio"/> Proficiency in Survival Craft & Rescue Boat	558/FSG5ASD	29-Nov-2012	ABC INSTITUTE
<input type="radio"/> Advance Fire Fighting <input checked="" type="radio"/> Fire Prevention & Fire Fighting	ASDD/454355	25-Jul-2012	ABC INSTITUTE

Continue Reset

*Enter STCW course details.*

*Click on continue to go to next tab.*

Figure 8: STCW Course

### 3.6 Medical Certificate

Directorate General of Shipping - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites

Address <http://192.168.20.173:8888/esamudraUI/cDCEducationDtIsExeAction.do> Go Links

DG Shipping Directorate General of Shipping

Welcome **SHAILESHBHAI.SHUKKARBHAI.TANDEL** ( Friday 25/10/2013 12:10 PM )

**Submit Application** Others

Submit Application » Fresh CDC

5. Medical Certificate

Note : All fields marked with an ( \* ) asterisk are mandatory.

**Medical Fitness Certificate for Sea service in the prescribed format issued by DGS approved Medical Examiners.**

Name of the Doctor*	Dr. Bhavdas patel
DGS Approval No. for Doctor*	DOC/ 324/M
Place of issue of Medical Certificate*	MUMBAI
Date of issue of Medical Certificate*	25-Sep-2012

Continue Reset

Enter Medical certificate details.

Click on Continue to go to next tab.

Figure 9: Medical Certificate

### 3.7 Category

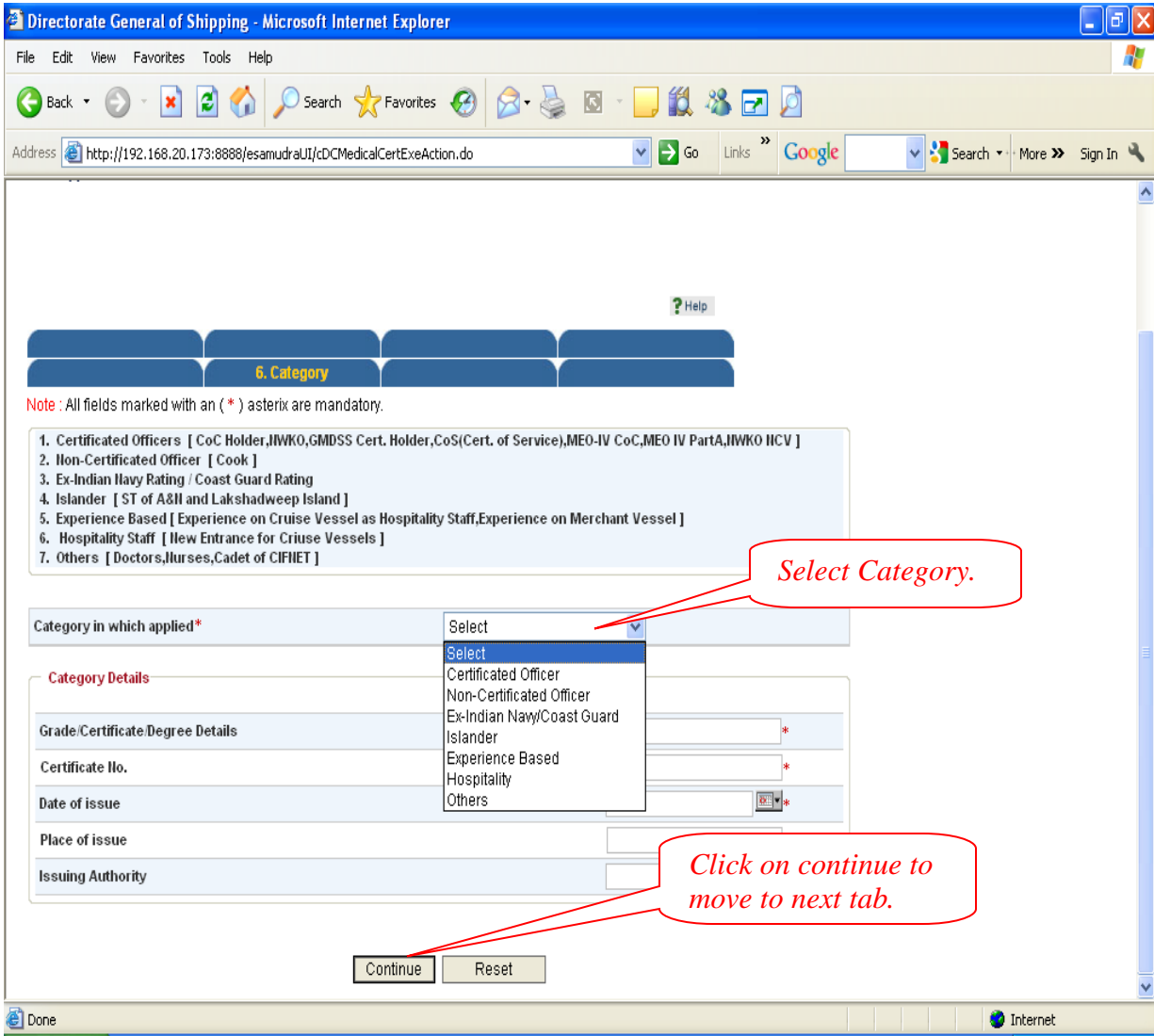


Figure 10: Category

### 3.8 Category details

Directorate General of Shipping - Microsoft Internet Explorer

Address: <http://192.168.20.173:8088/esamudraUI/cDCMedicalCertExeAction.do>

6. Category

Note : All fields marked with an ( \* ) asterix are mandatory.

1. Certificated Officers [ CoC Holder, IJWKO, GMDSS Cert. Holder, CoS(Cert. of Service), MEO-IV CoC, MEO IV PartA, IJWKO HCV ]
2. Non-Certificated Officer [ Cook ]
3. Ex-Indian Navy Rating / Coast Guard Rating
4. Islander [ ST of A&I and Lakshadweep Island ]
5. Experience Based [ Experience on Cruise Vessel as Hospitality Staff, Experience on Merchant Vessel ]
6. Hospitality Staff [ New Entrance for Cruise Vessels ]
7. Others [ Doctors, Nurses, Cadet of CIFMET ]

Category in which applied\*

**Certificated Officers**  
( CoC Holder, IJWKO, GMDSS Cert. Holder, CoS(Cert. of Service), MEO-IV CoC, MEO IV PartA, IJWKO HCV )

Grade / Release order details from Indian Navy (for CoS)

Certificate No. / Release Order No. from Indian Navy (for CoS)	<input type="text" value="PS 324324"/>	*
Date of issue	<input type="text" value="17-Oct-2012"/>	*
Place of issue	<input type="text" value="MUMBAI"/>	*
Issuing Authority	<input type="text" value="MMD MUMBAI"/>	*

*Enter the details & click on continue.*

Figure 11: Category Details

### 3.9 Fees Details

Directorate General of Shipping - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address: http://192.168.20.173:8888/esamudraUI/cDCCategoryExeAction.do

DG Shipping Directorate General of Shipping, Mumbai

Welcome SHAILESHBHAI.SHUKKARBHAI.TANDEL ( Friday 25/10/2013 12:10 PM )

Submit Application Others

Submit Application » Fresh CDC

8. Fee Details

Note : All fields marked with an ( \* ) asterisk are mandatory.

**Fees Payable**

Amount	₹ 500
Payment Mode*	Demand Draft
Demand Draft No.*	3432432

**Enter Your Remarks**

Payment Details \* BANK OF INDIA, DATED 12-06-2013,

Continue Reset

Done Internet

Figure 12: Fees Details

### 3.10 Attach documents

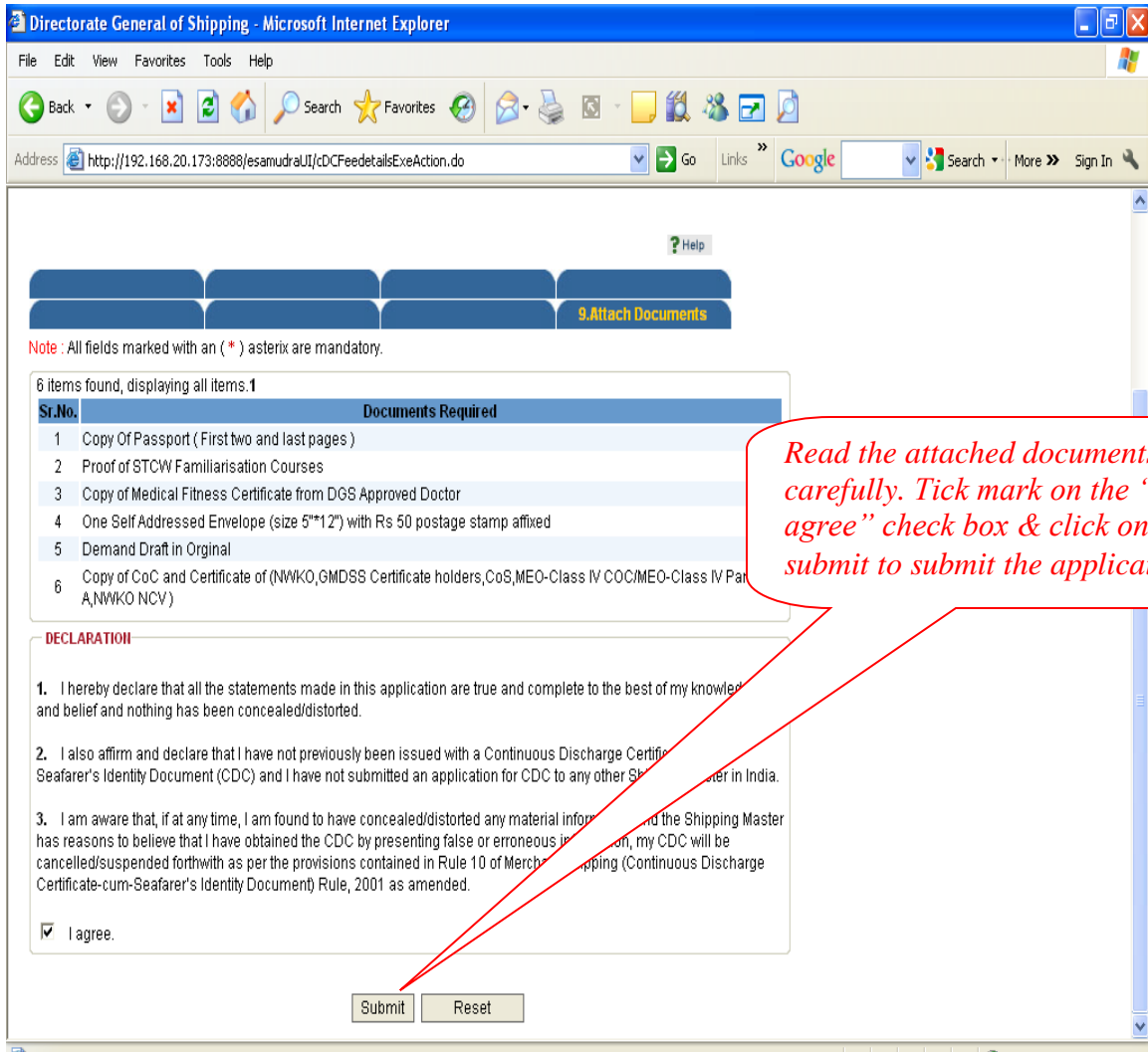
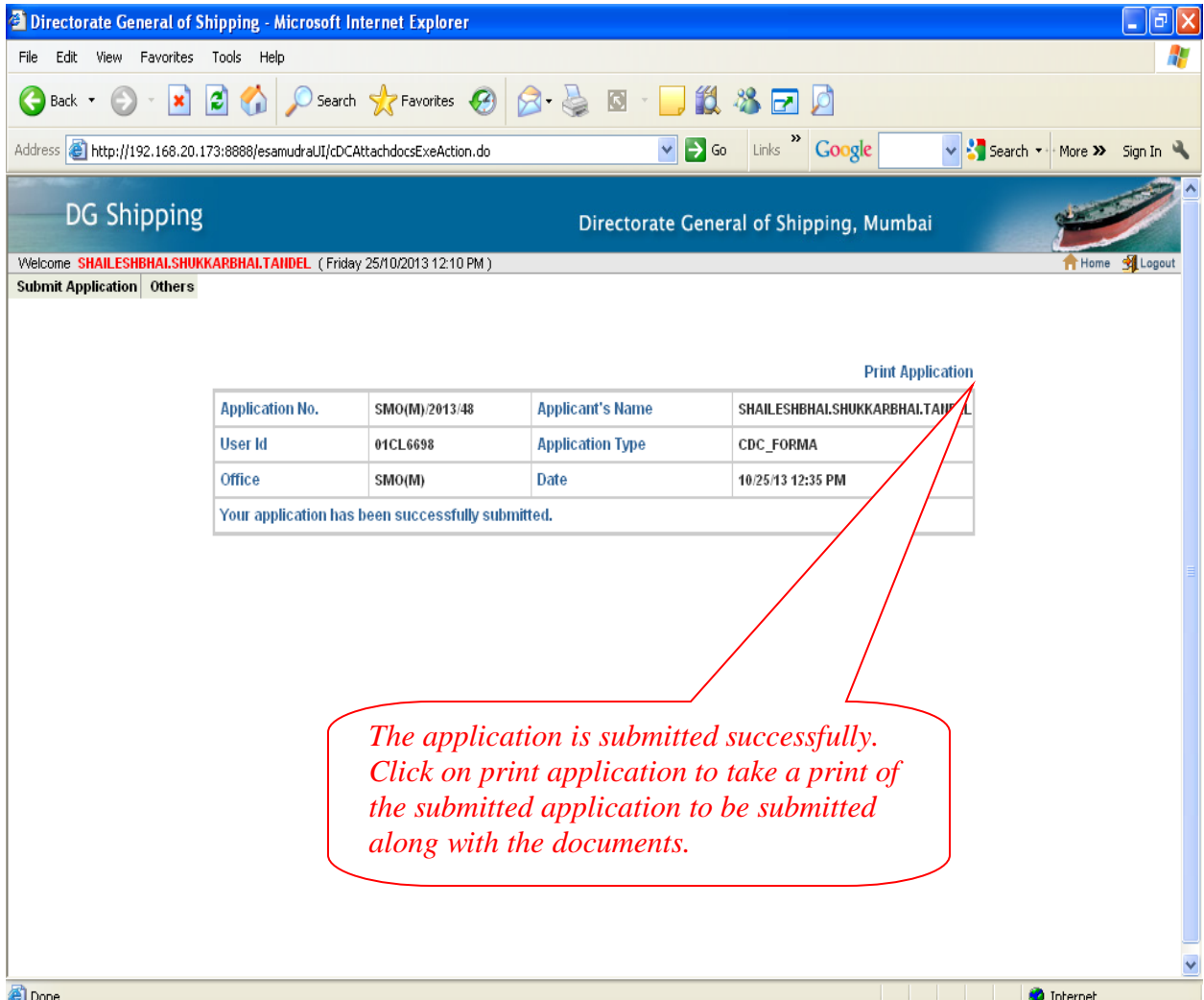


Figure 13: Attach documents

### 3.11 Application Acknowledgement



The screenshot shows a web browser window titled "Directorate General of Shipping - Microsoft Internet Explorer". The address bar contains the URL: <http://192.168.20.173:8888/esamudraUI/cDCAttachdocsExeAction.do>. The page header displays "DG Shipping" and "Directorate General of Shipping, Mumbai". A welcome message reads: "Welcome SHAILESHBHAI.SHUKKARBHAI.TAIDEL ( Friday 25/10/2013 12:10 PM )". Navigation links for "Home" and "Logout" are present. The main content area features a "Submit Application" button and a table with application details. A "Print Application" link is located above the table. Below the table, a message states: "Your application has been successfully submitted." A red callout box with a pointer to the "Print Application" link contains the following text: "The application is submitted successfully. Click on print application to take a print of the submitted application to be submitted along with the documents."

Application No.	SMO(M)/2013/48	Applicant's Name	SHAILESHBHAI.SHUKKARBHAI.TAIDEL
User Id	01CL6698	Application Type	CDC_FORMA
Office	SMO(M)	Date	10/25/13 12:35 PM


Your application has been successfully submitted.

Figure 14: Application Acknowledgement

### 3.12 Print Submitted Application

raUI/loadFormAReport.do?method=FORMA\_Acknow&appInNo=SMO(M)/201 - Micros

1 / 1 50% Find



GOVERNMENT OF INDIA  
MINISTRY OF SHIPPING  
GOVERNMENT SHIPPING OFFICE

APPLICATION FOR CONTINUOUS DISCHARGE CERTIFICATE-CUM-SEAFARER'S IDENTITY DOCUMENT (CDC)

Application No. : <u>SMO(M)/2013NS</u> Application Date : <u>25-01-2013</u> Office Applied To : <u>SMO Mumbai</u> Category : <u>Certificated Officer</u> IN Do B No. : <u>D10 LG888</u> Name of the Candidate : <u>SHAILESH BHAI SHUKAR BHAI TAMDIEL</u> Demand Draft No. : <u>3432432</u> Payment Detail : <u>BANK OF INDIA, DATED 12-06-2013.</u>	Affix here a recent Passport size (3.5 cm X 3.5 cm) Photograph of the applicant in white shirt.
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Attached Document	
Sr. No.	Documents to be Submitted
1	Copy of Passport ( Full No and last pages )
2	Proof of STCW Familiarization Course
3	Copy of Medical Fitness Certificate from DGS Approved Doctor
4	One Self Addressed Envelope (size 5" X 7") with Rs 50 postage stamp affixed
5	Demand Draft in Original
6	Copy of CoC and Certificate of (RNNO, GMDSS Certificate holder, CoS, MCO-Class / COGNEO-Class / Part-A/RNNO/RCV)

Declaration

- I hereby declare that all the statements made in this application are true and complete to the best of my knowledge and belief and nothing has been concealed/distorted.
- I also affirm and declare that I have not previously been issued with a Continuous Discharge Certificate-cum-Seafarer's Identity Document (CDC) and I have not submitted an application to CDC to any other Shipping Master in India.
- I am aware that, in any case, I am bound to have concealed/disclosed any material information and the Shipping Master has reasons to believe that I have obtained the CDC by presenting false or erroneous information, my CDC will be cancelled/revoked forthwith as per the provisions contained in Rule 10 of Merchant Shipping (Continuous Discharge Certificate-cum-Seafarer's Identity Document) Rules, 2001 as amended.

I Agree.

Name : ..... Signature of the Applicant : .....

Date : 25-01-2013 Name of the Applicant : SHAILESH BHAI SHUKAR BHAI

SPECIMEN SIGNATURE OF THE APPLICANT  
(Signature are to be certified to each of the boxes)

1	2	3

Report generated on : 25/01/2013 12:39 PM Page 1 of 1

Figure 15: Print Submitted Application

## 4 View Application Status

The screenshot shows a Microsoft Internet Explorer browser window displaying the Directorate General of Shipping website. The address bar shows the URL: [http://192.168.20.173:8888/esamudraUI/freshCDC.do?type=MENU\\_WEB\\_CDC&userName=01CL66](http://192.168.20.173:8888/esamudraUI/freshCDC.do?type=MENU_WEB_CDC&userName=01CL66). The page header includes 'DG Shipping' and 'Directorate General of Shipping, Mumbai'. A user is logged in as SHAILESHBHALSHUKKARBHALTAIDEL. The main navigation menu has 'Submit Application' and 'Others'. Under 'Others', 'View Fresh CDC Application Status' is highlighted. A red callout box points to this link with the text: *Click "View fresh CDC application status" to view the status the of the application.*

**Continuous Discharge Certificate : Business Process**

DG Shipping is involved in administration of shipping industry of the country. As shipping has inter-country scope, regulations governing the industry are effected by international laws.

The need for a reliable seafarer database is essential from the point of view of International conventions (STCW Reg. 1/9, ILO Reg. 185). Continuous Discharge Certificate cum seafarers identity document issued to Indian Seafarer under M.S.(CDC) Rules 2001, as amended provides his identity as well as his date of professional records such as sea service, training and examination particulars.

Declaration / Certificate Forms	Download Forms
Declaration Form for Renewal / Duplicate / Replacement CDC Application	<a href="#">Download</a>

**Please Read Instruction Carefully Before Applying**

**Figure 16: View Application Status**

## 4.1 Report: Submitted application

Directorate General of Shipping - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <http://192.168.20.173:8888/esamudraUI/viewFreshCDC.do?method=loadFormAApplnStatus&transl>

DG Shipping Directorate General of Shipping, Mumbai

Welcome SHAILESHBHAI.SHUKKARBHAI.TANDEL ( Friday 25/10/2013 12:10 PM )

Submit Application Others

**Fresh CDC(FormA) Application Status**

Sr No.	Application Date	Application No	Category	Office Applied To	Application Status	View Submitted Data	View Application	Remarks
1.	25-OCT-2013	SMO(M)/2013/48	Certificated Officer	SMO Mumbai	Application Received	<a href="#">Click to View</a>	<a href="#">Click to View</a>	
2.	06-SEP-2013	SMO(M)/2013/35	Non-Certificated Officer	SMO Mumbai	Application Rejected	<a href="#">Click to View</a>	<a href="#">Click to View</a>	
3.	06-SEP-2013	SMO(M)/2013/13	Islander	SMO Mumbai	Application Rejected	<a href="#">Click to View</a>	<a href="#">Click to View</a>	
4.	02-SEP-2013	SMO(M)/2013/6	Ex-Indian Navy/Coast Guard	SMO Mumbai	Application Rejected	<a href="#">Click to View</a>	<a href="#">Click to View</a>	
5.	31-AUG-2013	SMO(M)/2013/12	Islander	SMO Mumbai	Application Rejected	<a href="#">Click to View</a>	<a href="#">Click to View</a>	
6.	25-AUG-2013	SMO(C)/2013/3	Certificated Officer	SMO Chennai	Application Rejected	<a href="#">Click to View</a>	<a href="#">Click to View</a>	

*Click to view the submitted application.*

**Figure 17: Report: Submitted application**